



Meetings are held at the
Ilwaco Community Building Meeting Room
158 First Ave North in Ilwaco, WA

**CITY OF ILWACO
CITY COUNCIL MEETING**

Monday, January 28, 2013

6:00 p.m. REGULAR COUNCIL MEETING

AGENDA

A. Call to order

B. Flag Salute

C. Roll Call

D. Approval of Agenda

E. Consent Agenda

All matters, which are listed within the consent section of the agenda, have been distributed or made available for review to each member of the council prior to the meeting. Items listed are considered routine and will be enacted with one motion unless a council member specifically requests it to be removed from the Consent Agenda to be considered separately. The staff recommends the approval of the following items:

1. Approval of Minutes

- a. January 14, 2013, Regular Council Meeting
- b. January 21, 2013, Special Council Meeting

2. Claims & Vouchers

a.	Checks: 35017 to 35018 + Electronic	\$ 17,211.91
b.	Checks: 35019 to 35020	\$ 13,583.16
c.	<u>Checks 35021 to 35053</u>	<u>\$ 110,239.51</u>
	GRAND TOTAL:	\$ 141,034.58

F. Presentations

- 1. Oath of Office for Ed Ahlers, Planning Commission Position #1—*Cassinelli*

G. Reports

- 1. Staff Reports
 - a. Treasurer's report for December 2012
 - b. City clerk's report for December 2012
- 2. Council Reports
- 3. Mayor's Report

H. Comments of Citizens and Guests Present

At this time, the mayor will call for any comments from the public on any subject not on the agenda. Please limit your comments to five (5) minutes. The City Council does not take any action or make any decisions during public comment. To request an item be added to a future agenda, please contact the city clerk for the council rules of procedure for agenda items.

I. Business

1. Appointment to Parks and Recreation Commission Position #3—*Cassinelli*
2. Franchise Agreement with LS Networks—*Forner*
3. Renewing Department of Natural Resources Interagency Agreement—*Cassinelli*

J. Discussion

1. Professional Services Agreement for city attorney—*Cassinelli*
2. Emergency and disaster preparedness—*Chambreau*
3. Amendments to extend consultant agreements for School Street, Sidewalk Maintenance and Overlay Projects, and Contract for Professional Engineering Services—*Cassinelli*

K. Correspondence and Written Reports

1. Long Beach Peninsula Visitors Bureau reports and statistics

L. Future Discussion/Agendas

1. Amended Procedures Ordinance—*City Planner*

N. Adjournment

O. Upcoming Meetings

COUNCIL/COMMISSION	PURPOSE	DAY	DATE	TIME	LOCATION
Planning Commission	Regular Meetings (meetings subject to cancellation if there is no business to transact)	Tuesday	02/05/13 02/19/13	6:00 p.m.	Community Building
City Council	Regular Meeting	Monday	02/11/13 02/25/13	6:00 p.m.	Community Building
Port/City Council	Regular Meeting	Wednesday	02/13/13	6:00 p.m.	Port Meeting Room
Parks & Recreation Commission	Regular Meeting	Friday	02/08/13	6:00 p.m.	Community Building



**CITY OF ILWACO
CITY COUNCIL MEETING
Monday, January 14, 2013**

A. Call to Order

Mayor Cassinelli called the meeting to order at 6:03 p.m.

B. Flag Salute

The Pledge of Allegiance was recited.

C. Roll Call

Present: Mayor Cassinelli and Councilmembers Jensen, Mulinix, Marshall, Chambreau and Forner.

D. Approval of Agenda.

ACTION: Motion to approve agenda (Chambreau/Forner). 5 Ayes 0 Nays 0 Abstain.

Motion to add earthquake and disaster preparedness to the discussion items

(Marshall/Forner). 5 Ayes 0 Nays 0 Abstain.

E. Approval of Consent Agenda

Including Checks 34885 to 34886 + electronic totaling \$15,815.24, Checks 34929 to 34940 + electronic totaling \$37,069.93, Checks 34941 to 34942 and 34988 to 35014 totaling \$99,246.63 and Checks 34943 to 34987 and 35015 + electronic totaling 65,353.24.

Mayor Cassinelli requested the minutes of the Special Meeting on December 21, 2012, be added to the consent agenda.

ACTION: Motion to approve the consent agenda as amended (Mulinix/Jensen). 5 Ayes 0 Nays 0 Abstain.

F. Reports

1. Staff Reports

- a. Councilmember Mulinix reported the Parks and Recreation Commission met and discussed Evan Roberts of Washington State Parks attending their meetings when covering issues related to the park, plans for Parks Appreciation Day, the Black Lake Aquatic Weed Grant, filling three open positions due to recent resignations from the commission, and members of the commission attending the upcoming Long Beach Peninsula Visitors Bureau event coordinator workshop.

2. Council Reports

- a. Councilmember Mulinix attended the Parks and Recreation Commission meeting.
- b. Councilmember Chambreau talked about earthquake preparedness and the Tsunami ready designation.
- c. Councilmember Forner spoke about staff and council FEMA training certification, junk and unsightly properties, and Ilwaco on The 206 television show.

3. Mayor's Report

Mayor Cassinelli thanked everyone for attending the holiday luncheon and reported he attended a number of meetings on behalf of the city, including PCEMA, Transit and City-Port meetings. He stated that NOAA has pulled funding for Tsunami alarms after July 2013, and that the Port has stated they are willing to contribute towards the matching funds for the Elizabeth Avenue project.

G. Comments of Citizens and Guests present

1. None

H. Business

1. Introduction of new City Planner

Mayor Cassinelli introduced Ryan Crater as the new CREST coastal planner. He will be providing city planner services to Ilwaco and was previously on the Ilwaco Planning Commission.

2. Reappointment of Ed Ahlers to the Planning Commission

Mr. Ahlers was unable to attend and will be sworn in at a future meeting.

ACTION: Motion to confirm the reappointment of Ed Ahlers to Planning Commission Position #1 (Chambreau/Fornier). 5 Ayes 0 Nays 0 Abstain.

3. TIB Fuel Tax Grant Agreement for Elizabeth Avenue Project

Mayor Cassinelli presented the item and stated that the Port is willing to contribute towards the city's match. Councilmember Marshall asked if this would preclude progress toward rerouting the state highway down Elizabeth through the Port to First Avenue. Councilmember Jensen spoke about improving a roadway through a residential area that would encourage more truck traffic. Discussion ensued.

ACTION: Call to Question (Fornier) 4 Ayes 1 Nay (Jensen) 0 Abstain.

Motion to authorize the mayor to execute the documents necessary to accept the Washington State TIB contribution of \$598,471 for the FY 2014 Elizabeth Avenue Project (TIB 6-W-969(003)-1), and requiring city matching funds of \$31,499 (Mulinix/Fornier). 4 Ayes 1 Nay (Jensen) 0 Abstain.

4. DOE Revolving Fund Loan Agreement for Sahalee Sewer Improvements

Mayor Cassinelli presented the item. Councilmember Marshall asked about the resolution, which the City Council passed on August 27, 2012.

ACTION: Motion to authorized the mayor to execute the proposed Washington State Water Pollution Control Revolving Fund Loan Agreement between the State of Washington Department of Ecology and the City of Ilwaco (L130006) (Chambreau/Jensen). 5 Ayes 0 Nays 0 Abstain.

5. Declaration of Emergency for roadway and culvert repairs

Councilmember Marshall provided amendments to the resolution and original motion, which were accepted by Councilmembers Fornier and Mulinix.

ACTION: Motion to adopt the proposed resolution as amended declaring an emergency for immediate repairs (Fornier/Mulinix). Roll Call Vote: 5 Ayes 0 Nays 0 Abstain.

I. Discussion

1. Declaration of Emergency for roadway and culvert repairs

Councilmember Forner stated the resolution should cite State Route 100 rather than State Highway 101 and asked about the Main Street roadway and culvert repairs. Discussion ensued.

ACTION: Motion to move to business (Forner/Chambreau). 5 Ayes 0 Nays 0 Abstain.

2. Franchise Agreement with LS Networks

Councilmember Forner presented the item. Questions were asked about putting the lines underground. Discussion ensued. A representative of LS Networks will be attending the next council meeting.

ACTION: Leave on discussion for January 28, 2013.

3. Renewing Department of Natural Resources Interagency Agreement

Mayor Cassinelli presented the item.

ACTION: Move to business for January 28, 2013.

4. Earthquake and disaster preparedness

Councilmember Chambreau presented his research on the item. Discussion ensued.

ACTION: Councilmember Chambreau will forward some information to the council.

J. Correspondence and Written Reports

1. Resignation of Ryan Crater from Planning Commission.

K. Adjournment

ACTION: Motion to adjourn the meeting (Marshall/Chambreau). Mayor Cassinelli adjourned the meeting at 8:25 p.m.

Mike Cassinelli, Mayor

PJ Kezele, Deputy City Clerk



**CITY OF ILWACO
CITY COUNCIL SPECIAL MEETING
TO APPROVE CHECK 35016 TO WA STATE FISH AND WILDLIFE FOR \$150.00
Monday, January 16, 2013**

A. Call to Order

Mayor Cassinelli called the meeting to order at 6:00 p.m.

B. Roll Call

Present: Mayor Cassinelli and Councilmembers Jensen, Mulinix and Forner. Absent: Councilmembers Marshall and Chambreau.

C. Approval of Agenda.

ACTION: Motion to approve agenda (Mulinix/Forner). 3 Ayes 0 Nays 0 Abstain.

D. Approval of Consent Agenda

Including Check 35016 totaling \$150.00

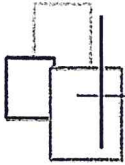
ACTION: Motion to approve the consent agenda (Jensen/Mulinix). 3 Ayes 0 Nays 0 Abstain.

H. Adjournment

ACTION: Motion to adjourn the meeting (Jensen/Mulinix). Mayor Cassinelli adjourned the meeting at 6:05 p.m.

Mike Cassinelli, Mayor

PJ Kezele, Deputy City Clerk



Register

Number	Name	Fiscal Description	Clerks	Amount
<u>35017</u>	Gardner, Daryl W	2013 - January - Second meeting		\$1,634.89
<u>35018</u>	Schweizer, Dennis	2013 - January - Second meeting		\$1,655.98
ACH Pay - 634	Bell, Helen S.	2013 - January - Second meeting		\$539.68
ACH Pay - 636	Gustafson, David M.	2013 - January - Second meeting		\$1,452.17
ACH Pay - 637	Hazen, Warren M.	2013 - January - Second meeting		\$1,781.08
ACH Pay - 638	Kezele, Pamela J.	2013 - January - Second meeting		\$1,370.27
ACH Pay - 639	Mc Kee, David A	2013 - January - Second meeting		\$1,752.33
ACH Pay - 640	Mc Millan, Elaine	2013 - January - Second meeting		\$1,798.59
ACH Pay - 642	Stiarns, Jacob	2013 - January - Second meeting		\$1,248.09
<u>EFT 1 18 13</u>	U.S. Treasury Department	2013 - January - Second meeting		\$3,978.83
				\$17,211.91

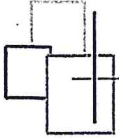
We, the undersigned members of the city council of the City of Ilwaco, Pacific County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and the voucher numbers 35017 through 35018 and electronic payments totalling \$17,211.91 are approved this 28th day of January, 2013

Council member

Council member

Treasurer

Council member



Register

Number	Name	Print Date	Signing Date	Amount
Bank of the Pacific	8023281			
Check				
<u>35019</u>	Long Beach Municipal Court	12/31/2012		\$1,760.00
<u>35020</u>	Wadsworth Electric	12/31/2012		\$11,823.16
	Total Check			\$13,583.16
	Total 8023281			\$13,583.16
	Grand Total			\$13,583.16

CERTIFICATION

We, the undersigned do hereby certify under penalty of perjury that the material have been furnished, the services rendered or the labor performed that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation. The voucher numbers 35019 through 35020 are approved for payment in the amount of: \$13,583.16

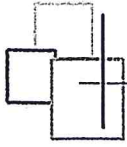
This _____ day of _____, 2013

Council member

Council member

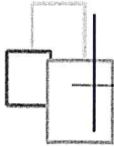
Treasurer

Council member



Voucher Directory

Vendor	Number	Reference	Account Number	Description	Amount
Long Beach Municipal Court	35019			2012 - December - Manual & Open	
		Invoice - 1/18/2013 4:08:59 PM			
		2012			
		001-000-000-512-50-40-02		Municipal Court Services	\$1,760.00
		Total Invoice - 1/18/2013 4:08:59 PM			\$1,760.00
	Total 35019				\$1,760.00
Total Long Beach Municipal Court					\$1,760.00
Wadsworth Electric	35020			2012 - December - Manual & Open	
		Invoice - 1/18/2013 4:03:26 PM			
		11847			
		409-000-000-538-00-64-00		Machinery & Equipment	\$5,500.17
		Total Invoice - 1/18/2013 4:03:26 PM			\$5,500.17
		Invoice - 1/18/2013 4:02:43 PM			
		11932			
		409-000-000-538-00-64-00		Machinery & Equipment	\$278.12
		Total Invoice - 1/18/2013 4:02:43 PM			\$278.12
		Invoice - 1/18/2013 4:01:23 PM			
		11906			
		409-000-000-538-00-64-00		Machinery & Equipment	\$3,104.64
		Total Invoice - 1/18/2013 4:01:23 PM			\$3,104.64
		Invoice - 1/18/2013 4:02:20 PM			
		11934			
		409-000-000-538-00-64-00		Machinery & Equipment	\$2,940.23
		Total Invoice - 1/18/2013 4:02:20 PM			\$2,940.23
	Total 35020				\$11,823.16
Total Wadsworth Electric					\$11,823.16
Grand Total		Vendor Count	2		\$13,583.16



Register

Number	Name	Print Date	Clearing Date	Amount
Bank of the Pacific	8023281			
Check				
<u>35021</u>	A&L Supply	1/28/2013		\$41.54
<u>35022</u>	Arthur Strand Ins. Inc.	1/28/2013		\$842.33
<u>35023</u>	Bank of Pacific	1/28/2013		\$38,716.30
<u>35024</u>	Beach Batteries, Inc	1/28/2013		\$9.08
<u>35025</u>	Box-K Auto Repair, Inc.	1/28/2013		\$219.00
<u>35026</u>	Brd For Volunteer Firemen	1/28/2013		\$570.00
<u>35027</u>	Calvert Technical Services,	1/28/2013		\$1,938.69
<u>35028</u>	Cascade Columbia Distribution	1/28/2013		\$710.66
<u>35029</u>	Centurylink	1/28/2013		\$1,394.93
<u>35030</u>	Dennis CO	1/28/2013		\$121.98
<u>35031</u>	Discovery Benefits	1/28/2013		\$10.50
<u>35032</u>	Ferguson Waterworks	1/28/2013		\$1,146.99
<u>35033</u>	Ford Electric Co. Inc.	1/28/2013		\$52.71
<u>35034</u>	Gray & Osborne, Inc.	1/28/2013		\$22,310.04
<u>35035</u>	IPFS Corporation	1/28/2013		\$5,515.21
<u>35036</u>	Jnb Mechanical, Inc.	1/28/2013		\$686.69
<u>35037</u>	Les Schwab Tires	1/28/2013		\$154.36
<u>35038</u>	Measure-Tech, Inc.	1/28/2013		\$3,217.80
<u>35039</u>	Oman & Son	1/28/2013		\$12.89
<u>35040</u>	Pacific CO Auditor	1/28/2013		\$72.00
<u>35041</u>	Pacific CO Sheriff Office	1/28/2013		\$7,590.18
<u>35042</u>	Pitney Bowes, Inc.	1/28/2013		\$121.00
<u>35043</u>	Pollardwater.com	1/28/2013		\$6,723.49
<u>35044</u>	PUD No 2 of Pacific County	1/28/2013		\$10,866.43
<u>35045</u>	Sid's IGA	1/28/2013		\$8.34
<u>35046</u>	Southwest Section of PNCWA	1/28/2013		\$10.00
<u>35047</u>	USA Blue Book	1/28/2013		\$500.33
<u>35048</u>	WA State Dept. of Ecology	1/28/2013		\$1,526.00
<u>35049</u>	WA State Dept. of Health	1/28/2013		\$204.00
<u>35050</u>	WA State Labor & Industry	1/28/2013		\$28.30
<u>35051</u>	Wadsworth Electric	1/28/2013		\$1,067.22
<u>35052</u>	Walter E. Nelson Co. of Astoria	1/28/2013		\$60.78
<u>35053</u>	Wilcox & Flegel Oil Co.	1/28/2013		\$3,789.74
Total Check				\$110,239.51
Total 8023281				\$110,239.51
Grand Total				\$110,239.51

CERTIFICATION

We, the undersigned do hereby certify under penalty of perjury that the material have been furnished, the services rendered or the labor performed that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation. The voucher numbers 35021 through 35053 are approved for payment in the amount of: \$110,239.51

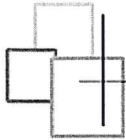
This _____ day of _____, 2013

Council member

Council member

Treasurer

Council member



Voucher Directory

Vendor	Number	Reference	Account Number	Description	Amount
A&L Supply	35021	2013 - January - Second meeting			
		Invoice - 1/23/2013 3:21:16 PM			
		272329			
		001-000-000-522-10-31-00	Office & Operating Supplies	\$41.54	
		Total Invoice - 1/23/2013 3:21:16 PM		\$41.54	
Total A&L Supply	Total 35021			\$41.54	
Arthur Strand Ins. Inc.	35022	2013 - January - Second meeting			
		Invoice - 1/23/2013 9:15:07 AM			
		2247			
		001-000-000-522-10-20-02	Life & Disability Insurance	\$842.33	
		Total Invoice - 1/23/2013 9:15:07 AM		\$842.33	
Total Arthur Strand Ins. Inc.	Total 35022			\$842.33	
Bank of Pacific	35023	2013 - January - Second meeting			
		Invoice - 1/23/2013 3:43:18 PM			
		001-000-000-591-22-71-00	Bop Fire Station -Principle	\$16,495.30	
		001-000-000-592-22-83-00	Bop Fire Station - Interest	\$22,221.00	
		Total Invoice - 1/23/2013 3:43:18 PM		\$38,716.30	
Total Bank of Pacific	Total 35023			\$38,716.30	
Beach Batteries, Inc	35024	2013 - January - Second meeting			
		Invoice - 1/23/2013 3:46:35 PM			
		24279			
		001-000-000-576-80-35-00	Small Tools & Equipment	\$9.08	
		Total Invoice - 1/23/2013 3:46:35 PM		\$9.08	
Total Beach Batteries, Inc	Total 35024			\$9.08	
Box-K Auto Repair, Inc.	35025	2013 - January - Second meeting			
		Invoice - 1/22/2013 4:09:11 PM			
		34771			
		409-000-000-535-00-48-01	Repairs And Maintenance	\$219.00	
		Total Invoice - 1/22/2013 4:09:11 PM		\$219.00	
Total Box-K Auto Repair, Inc.	Total 35025			\$219.00	
Brd For Volunteer Firemen	35026	2013 - January - Second meeting			
		Invoice - 1/23/2013 9:32:45 AM			
		82631			
		001-000-000-522-10-20-01	Board of Volunteer Firemen	(\$360.00)	
		Credit Balance			
		Total Invoice - 1/23/2013 9:32:45 AM		(\$360.00)	
		Invoice - 1/23/2013 9:30:43 AM			
		Annual Remit			
		001-000-000-522-10-20-01	Board of Volunteer Firemen	\$930.00	
		Total Invoice - 1/23/2013 9:30:43 AM		\$930.00	
Total Brd For Volunteer Firemen	Total 35026			\$570.00	
Calvert Technical Services, Inc.	35027	2013 - January - Second meeting			
		Invoice - 1/22/2013 4:11:55 PM			
		3377			
		401-000-000-534-00-41-04	Professional Services - Computer	\$1,227.63	
		Total Invoice - 1/22/2013 4:11:55 PM		\$1,227.63	
		Invoice - 1/22/2013 4:11:56 PM			
		3378			
		409-000-000-535-00-41-02	Professional Services - Computer	\$711.06	
		Total Invoice - 1/22/2013 4:11:56 PM		\$711.06	
Total Calvert Technical Services, Inc.	Total 35027			\$1,938.69	
Cascade Columbia Distribution Co.	35028	2013 - January - Second meeting			
		Invoice - 1/22/2013 4:16:25 PM			
		504674-corrected			

		401-000-000-534-00-31-01	Chemicals	\$710.66
		Total Invoice - 1/22/2013 4:16:25 PM		\$710.66
	Total 35028			\$710.66
	Total Cascade Columbia Distribution Co.			\$710.66
	Centurylink			
	35029	2013 - January - Second meeting		
		Invoice - 1/22/2013 4:08:04 PM		
		001-000-000-514-20-42-00	Communication	\$298.66
		001-000-000-522-10-42-00	Communication	\$350.21
		401-000-000-534-00-42-00	Communications	\$365.23
		409-000-000-535-00-42-00	Communications	\$380.83
		Total Invoice - 1/22/2013 4:08:04 PM		\$1,394.93
	Total 35029			\$1,394.93
	Total Centurylink			\$1,394.93
	Dennis CO			
	35030	2013 - January - Second meeting		
		Invoice - 1/22/2013 4:14:16 PM		
		416952		
		401-000-000-534-00-31-00	Operation & Maintenance	\$36.93
		Total Invoice - 1/22/2013 4:14:16 PM		\$36.93
		Invoice - 1/22/2013 4:14:15 PM		
		417180		
		401-000-000-534-00-31-00	Operation & Maintenance	\$35.54
		Total Invoice - 1/22/2013 4:14:15 PM		\$35.54
		Invoice - 1/22/2013 4:14:14 PM		
		348639		
		401-000-000-534-00-31-00	Operation & Maintenance	\$35.54
		Total Invoice - 1/22/2013 4:14:14 PM		\$35.54
		Invoice - 1/22/2013 4:14:13 PM		
		417031		
		401-000-000-534-00-31-00	Operation & Maintenance	\$13.97
		Total Invoice - 1/22/2013 4:14:13 PM		\$13.97
	Total 35030			\$121.98
	Total Dennis CO			\$121.98
	Ferguson Waterworks			
	35032	2013 - January - Second meeting		
		Invoice - 1/22/2013 4:18:55 PM		
		364531		
		409-000-000-535-00-31-01	Operations And Maintenance	\$1,146.99
		Total Invoice - 1/22/2013 4:18:55 PM		\$1,146.99
	Total 35032			\$1,146.99
	Total Ferguson Waterworks			\$1,146.99
	Ford Electric Co. Inc.			
	35033	2013 - January - Second meeting		
		Invoice - 1/22/2013 4:46:05 PM		
		38997		
		001-000-000-571-50-40-01	Community Bldg Other-Mntc	\$52.71
		Total Invoice - 1/22/2013 4:46:05 PM		\$52.71
	Total 35033			\$52.71
	Total Ford Electric Co. Inc.			\$52.71
	Gray & Osborne, Inc.			
	35034	2013 - January - Second meeting		
		Invoice - 1/23/2013 11:33:36 AM		
		12555.00-4		
		401-000-000-594-34-41-01	Engineering - Plant	\$7,550.32
		Total Invoice - 1/23/2013 11:33:36 AM		\$7,550.32
		Invoice - 1/23/2013 10:15:14 AM		
		12459.00-10		
		401-000-000-594-34-41-02	Engineering - Distribution	\$5,896.42
		Total Invoice - 1/23/2013 10:15:14 AM		\$5,896.42
		Invoice - 1/23/2013 11:30:15 AM		
		12458.00-9		
		401-000-000-594-34-41-02	Engineering - Distribution	\$145.38
		Total Invoice - 1/23/2013 11:30:15 AM		\$145.38
		Invoice - 1/23/2013 11:28:26 AM		
		12460.00-10		
		401-000-000-594-34-41-02	Engineering - Distribution	\$6,635.50
		Total Invoice - 1/23/2013 11:28:26 AM		\$6,635.50
		Invoice - 1/23/2013 11:31:28 AM		
		12564.00-4		
		409-000-000-594-63-35-02	Engineering - Collection System	\$2,082.42
		Total Invoice - 1/23/2013 11:31:28 AM		\$2,082.42
	Total 35034			\$22,310.04
	Total Gray & Osborne, Inc.			\$22,310.04
	IPFS Corporation			
	35035	2013 - January - Second meeting		
		Invoice - 1/23/2013 3:18:11 PM		
		#5 CAF-64606		
		001-000-000-511-50-46-00	Insurances	\$576.89
		001-000-000-522-10-46-00	Insurance	\$747.31
		001-000-000-572-50-46-00	Insurance	\$853.75

	001-000-000-576-80-46-00	Insurance	\$179.80
	101-000-000-543-30-40-01	Insurance	\$110.30
	104-000-000-573-90-46-00	Ilwaco Museum - Insurance	\$432.39
	401-000-000-534-00-46-00	Insurance	\$1,473.66
	408-000-000-531-00-46-00	Insurance	\$52.39
	409-000-000-535-00-46-00	Insurance	\$1,088.72
	Total Invoice - 1/23/2013 3:18:11 PM		\$5,515.21
Total 35035			\$5,515.21
Total IPFS Corporation			
Jnb Mechanical, Inc.			
35036			
	2013 - January - Second meeting		
	Invoice - 1/22/2013 4:20:02 PM		
	10160		
	001-000-000-571-50-40-01	Community Bldg Other-Mntc	\$686.69
	Total Invoice - 1/22/2013 4:20:02 PM		\$686.69
Total 35036			\$686.69
Total Jnb Mechanical, Inc.			
Les Schwab Tires			
35037			
	2013 - January - Second meeting		
	Invoice - 1/23/2013 4:26:36 PM		
	72100032259		
	001-000-000-522-10-35-00	Small Tools & Equipment	\$154.36
	Total Invoice - 1/23/2013 4:26:36 PM		\$154.36
Total 35037			\$154.36
Total Les Schwab Tires			
Measure-Tech, Inc.			
35038			
	2013 - January - Second meeting		
	Invoice - 1/22/2013 4:21:24 PM		
	13511		
	401-000-000-534-00-31-03	Annual Meter Calibrations	\$114.54
	Total Invoice - 1/22/2013 4:21:24 PM		\$114.54
	Invoice - 1/22/2013 4:21:23 PM		
	13506		
	401-000-000-534-00-31-03	Annual Meter Calibrations	\$1,155.09
	Total Invoice - 1/22/2013 4:21:23 PM		\$1,155.09
	Invoice - 1/22/2013 4:21:00 PM		
	13510		
	401-000-000-534-00-31-03	Annual Meter Calibrations	\$162.51
	Total Invoice - 1/22/2013 4:21:00 PM		\$162.51
	Invoice - 1/22/2013 4:21:26 PM		
	13508		
	409-000-000-535-00-31-04	Annual Meter Calibrations	\$402.36
	Total Invoice - 1/22/2013 4:21:26 PM		\$402.36
	Invoice - 1/22/2013 4:21:27 PM		
	13512		
	409-000-000-535-00-31-04	Annual Meter Calibrations	\$837.02
	Total Invoice - 1/22/2013 4:21:27 PM		\$837.02
	Invoice - 1/22/2013 4:21:25 PM		
	13509		
	409-000-000-535-00-31-04	Annual Meter Calibrations	\$546.28
	Total Invoice - 1/22/2013 4:21:25 PM		\$546.28
Total 35038			\$3,217.80
Total Measure-Tech, Inc.			\$3,217.80
Oman & Son			
35039			
	2013 - January - Second meeting		
	Invoice - 1/22/2013 4:24:30 PM		
	163275		
	401-000-000-534-00-31-00	Operation & Maintenance	\$12.89
	Total Invoice - 1/22/2013 4:24:30 PM		\$12.89
Total 35039			\$12.89
Total Oman & Son			
Pacific CO Auditor			
35040			
	2013 - January - Second meeting		
	Invoice - 1/22/2013 4:31:49 PM		
	Perez-Rogers		
	401-000-000-534-00-31-06	Office & Customer Service	\$72.00
	Total Invoice - 1/22/2013 4:31:49 PM		\$72.00
Total 35040			\$72.00
Total Pacific CO Auditor			
Pacific CO Sheriff Office			
35041			
	2013 - January - Second meeting		
	Invoice - 1/22/2013 4:31:23 PM		
	2013-0101		
	001-000-000-525-60-51-00	Emergency Services Program	\$1,438.25
	Total Invoice - 1/22/2013 4:31:23 PM		\$1,438.25
	Invoice - 1/22/2013 4:30:43 PM		
	13010813		
	001-000-000-528-60-51-00	Dispatch Services	\$736.04
	Total Invoice - 1/22/2013 4:30:43 PM		\$736.04
	Invoice - 1/22/2013 4:26:36 PM		
	13010801		

	001-000-000-528-60-51-00	Dispatch Services	\$5,415.89
	Total Invoice - 1/22/2013 4:26:36 PM		\$5,415.89
Total 35041			\$7,590.18
Total Pacific CO Sheriff Office			\$7,590.18
Pitney Bowes, Inc.			
35042		2013 - January - Second meeting	
	Invoice - 1/22/2013 4:32:47 PM		
	2948447-JA13		
	001-000-000-514-20-45-00	Postage Meter Rental	\$121.00
	Total Invoice - 1/22/2013 4:32:47 PM		\$121.00
Total 35042			\$121.00
Total Pitney Bowes, Inc.			\$121.00
Pollardwater.com			
35043		2013 - January - Second meeting	
	Invoice - 1/22/2013 4:25:09 PM		
	1343503-IN		
	409-000-000-594-64-35-01	Machinery & Equipment	\$6,723.49
		Seaview Flow Sampler	
	Total Invoice - 1/22/2013 4:25:09 PM		\$6,723.49
Total 35043			\$6,723.49
Total Pollardwater.com			\$6,723.49
PUD No 2 of Pacific County			
35044		2013 - January - Second meeting	
	Invoice - 1/23/2013 9:10:26 AM		
	001-000-000-511-50-47-00	Electricity	\$160.52
	001-000-000-522-10-47-00	Electricity	\$1,137.18
	001-000-000-571-50-40-00	Community Bldg Other - Electri	\$645.60
	001-000-000-572-50-47-00	Electricity	\$968.40
	001-000-000-576-80-47-00	Electricity	\$86.22
	101-000-000-542-63-47-00	Street Light Operating	\$551.80
	401-000-000-534-00-47-00	Electricity	\$2,334.02
	409-000-000-535-00-47-01	Electricity	\$4,982.69
	Total Invoice - 1/23/2013 9:10:26 AM		\$10,866.43
Total 35044			\$10,866.43
Total PUD No 2 of Pacific County			\$10,866.43
Sid's IGA			
35045		2013 - January - Second meeting	
	Invoice - 1/22/2013 4:33:32 PM		
	040113		
	401-000-000-534-00-31-00	Operation & Maintenance	\$8.34
	Total Invoice - 1/22/2013 4:33:32 PM		\$8.34
Total 35045			\$8.34
Total Sid's IGA			\$8.34
Southwest Section of PNCWA			
35046		2013 - January - Second meeting	
	Invoice - 1/22/2013 4:34:18 PM		
	2013 dues		
	409-000-000-535-00-31-01	Operations And Maintenance	\$10.00
	Total Invoice - 1/22/2013 4:34:18 PM		\$10.00
Total 35046			\$10.00
Total Southwest Section of PNCWA			\$10.00
USA Blue Book			
35047		2013 - January - Second meeting	
	Invoice - 1/22/2013 4:35:21 PM		
	853899		
	401-000-000-534-00-31-00	Operation & Maintenance	\$500.33
	Total Invoice - 1/22/2013 4:35:21 PM		\$500.33
Total 35047			\$500.33
Total USA Blue Book			\$500.33
WA State Dept. of Ecology			
35048		2013 - January - Second meeting	
	Invoice - 1/22/2013 4:47:29 PM		
	2013-WAG641001		
	401-000-000-534-00-31-04	Doe Annual Permit Fee	\$1,526.00
	Total Invoice - 1/22/2013 4:47:29 PM		\$1,526.00
Total 35048			\$1,526.00
Total WA State Dept. of Ecology			\$1,526.00
WA State Dept. of Health			
35049		2013 - January - Second meeting	
	Invoice - 1/22/2013 4:49:58 PM		
	SW740		
	401-000-000-594-34-41-01	Engineering - Plant	\$204.00
	Total Invoice - 1/22/2013 4:49:58 PM		\$204.00
Total 35049			\$204.00
Total WA State Dept. of Health			\$204.00
WA State Labor & Industry			
35050		2013 - January - Second meeting	
	Invoice - 1/22/2013 4:37:11 PM		
	143301		
	001-000-000-522-10-31-00	Office & Operating Supplies	\$28.30
	Total Invoice - 1/22/2013 4:37:11 PM		\$28.30

Total 35050			\$28.30
Total WA State Labor & Industry			\$28.30
Wadsworth Electric			
35051		2013 - January - Second meeting	
	Invoice - 1/22/2013 4:39:41 PM		
	11927		
	409-000-000-535-00-31-01	Operations And Maintenance	\$19.40
	Total Invoice - 1/22/2013 4:39:41 PM		\$19.40
	Invoice - 1/22/2013 4:39:08 PM		
	11961		
	409-000-000-535-00-41-01	Professional Services - Electrician	\$1,047.82
	Total Invoice - 1/22/2013 4:39:08 PM		\$1,047.82
Total 35051			\$1,067.22
Total Wadsworth Electric			\$1,067.22
Walter E. Nelson Co. of Astoria			
35052		2013 - January - Second meeting	
	Invoice - 1/22/2013 4:36:04 PM		
	353890		
	001-000-000-576-80-31-00	Office & Operating Supplies	\$60.78
	Total Invoice - 1/22/2013 4:36:04 PM		\$60.78
Total 35052			\$60.78
Total Walter E. Nelson Co. of Astoria			\$60.78
Wilcox & Flegel Oil Co.			
35053		2013 - January - Second meeting	
	Invoice - 1/22/2013 4:40:14 PM		
	9397133-IN		
	001-000-000-576-80-31-00	Office & Operating Supplies	\$257.09
	101-000-000-543-30-30-01	Gasoline & Oil Products	\$257.09
	104-000-000-573-90-44-02	Ilwaco Merchants Association	\$36.73
	401-000-000-534-00-32-00	Gasoline	\$2,460.75
	408-000-000-531-00-32-00	Gas/Oil Products	\$257.09
	409-000-000-535-00-32-00	Gas/oil Products	\$404.01
	Total Invoice - 1/22/2013 4:40:14 PM		\$3,672.76
	Invoice - 1/23/2013 11:59:02 AM		
	0499103-IN		
	409-000-000-535-00-32-00	Gas/oil Products	\$116.98
	Total Invoice - 1/23/2013 11:59:02 AM		\$116.98
Total 35053			\$3,789.74
Total Wilcox & Flegel Oil Co.			\$3,789.74
Grand Total	Vendor Count	32	\$110,229.01

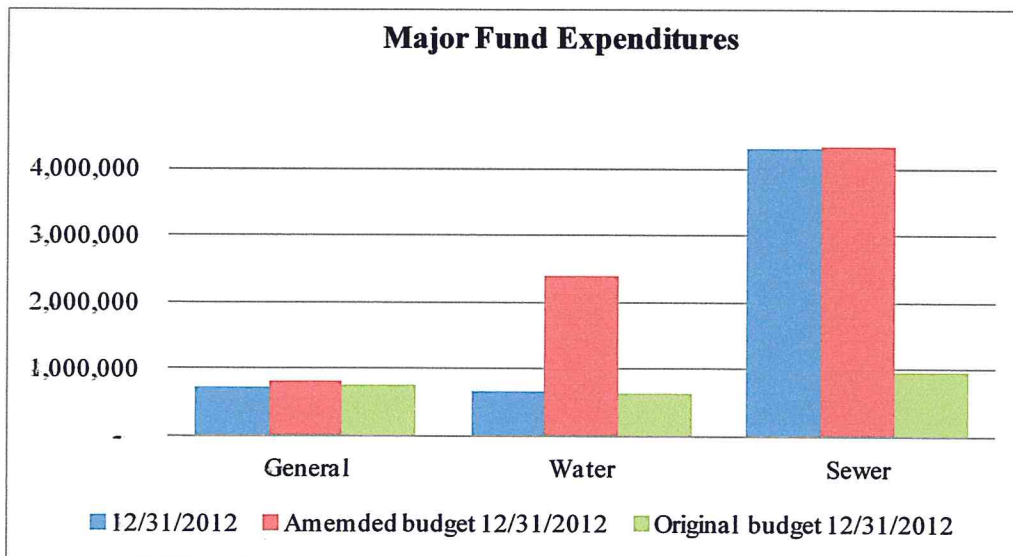
TREASURER'S REPORT

Month ending December 31, 2012

State law requires the city to post prior year expenditures for the first twenty days of the new-year in the to the prior year budget. These additional expenditures are included in the attached statements and year ending balances have been posted, however, there may be some final adjustments posted prior to the issuance of the 2012 financial statements.

As illustrated in the table below, several amended budget projections for expenditures (excluding ending fund balance) were on target. Due to the delays in the School Road, Brumbach, and sidewalks projects; the expenditures for the Streets fund were lower than anticipated. The Water fund began incurring design expenses for the awarded projects. The remaining revenue and expenditures for construction of the projects has been rolled into the 2013 budget. The Sewer fund budget was increased by the amount of the refinance which was completed by the end of 2012.

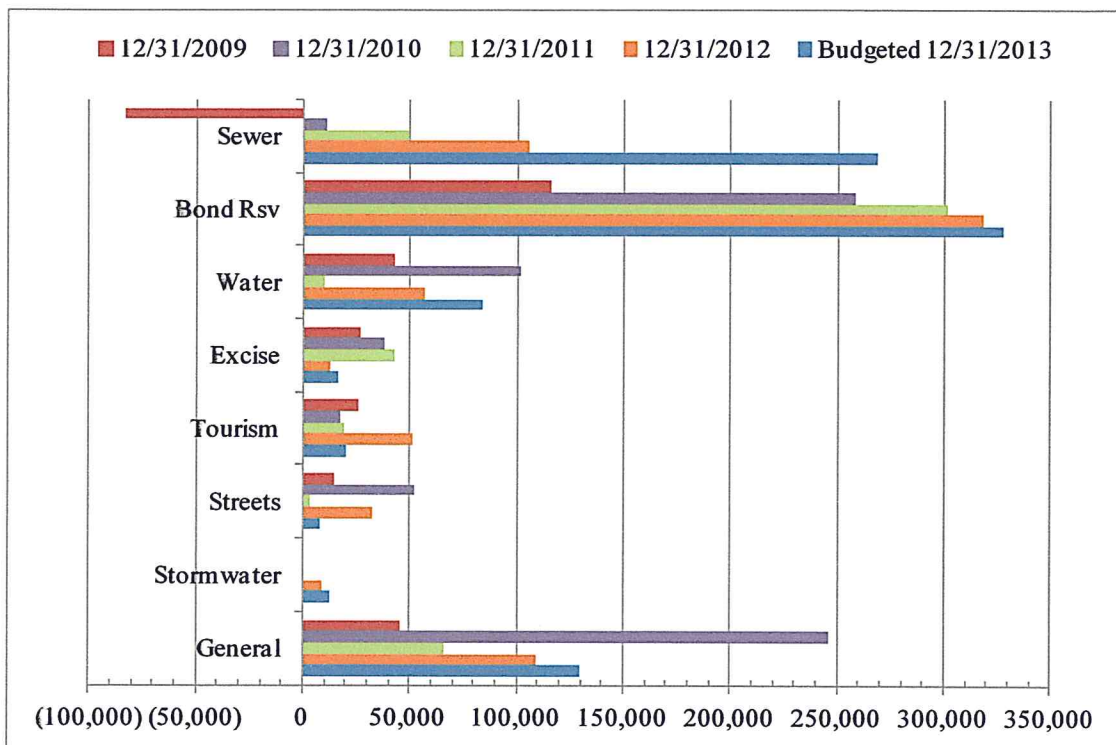
Expenditures					
	YTD	Amemded budget	Original budget	Budget	
	12/31/2012	12/31/2012	12/31/2012	inc(dec)	% change
General	741,304	806,661	748,840	57,821	8%
Streets	705,198	945,492	804,861	140,631	17%
Tourism	34,679	33,370	33,015	355	1%
Water	670,380	2,410,300	649,664	1,760,636	271%
Stormwater	65,368	64,302	64,832	(530)	-1%
Sewer	4,303,244	4,324,080	969,663	3,354,417	346%



The following chart reflects annual year end cash balances and the projections for the year ending 2014. With the exception of 2010, when the General Fund held settlement funds from the fire station, the General fund balance has been relatively low at year end, but has shown steady improvement which has been recognized by the State Auditor's office. After the first full year of collections, the Stormwater fund balance reflects a small reserve to assist with future projects. The Streets fund includes the retainage of \$29k for the School Road project. The actual

unencumbered fund balance is approximately \$3500. The Tourism fund holds lodging tax distributions that were made to the city in error that are estimated at \$33k. The Excise reserve was reduced by budgeted contributions to 2012 projects. The Water fund ended the year approximately \$37k below the projected balance due to lower than anticipated water sales. The Sewer fund was \$16k below the projected year end balance. The 2013 budget will be updated in the coming months to reflect these discrepancies.

Cash balance							
	Actual	Actual	Actual	Actual	Amended bdgt	Original bdgt	Budgeted
	12/31/2009	12/31/2010	12/31/2011	12/31/2012	12/31/2012	12/31/2012	12/31/2013
General	45,907	245,945	65,878	109,562	118,172	72,488	130,150
Stormwater				9,310	11,798	5,168	12,771
Streets	14,918	52,455	3,046	32,719	7,354	31,582	7,919
Tourism	25,992	17,549	18,784	50,613	55,594	14,025	19,898
Excise	26,593	37,847	42,660	12,630	12,283	18,970	16,283
Water	43,110	101,550	10,239	56,617	94,043	66,600	83,863
Bond Rsv	116,187	258,530	301,475	318,077	318,077	317,984	327,179
Sewer	(83,072)	11,101	49,141	105,806	121,164	84,974	268,803



Included with this report is an article from the Municipal Research website regarding the types of findings the State Auditor's office is issuing. The list is a good reminder of the issues that a city must ensure are addressed. While the city has many construction projects scheduled for the year ahead that will require attention, there are still many other tasks that will need the mayor and council's consideration.

Current Overall Cash Position

The following are the account balances at the Bank of Pacific and Local Government Investment Pool:

Current Balances as of January 22, 2013**Bank of Pacific**

xxx.3303 Main	\$272,359
xxx.7413	29,715

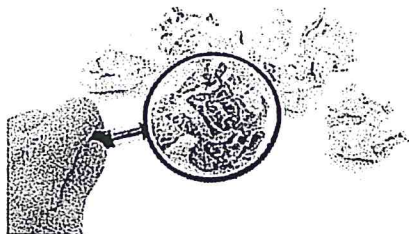
LGIP	<u>539,833</u>
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Total Cash	\$841,907
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Elaine McMillan,
Treasurer

What the State Auditor is Looking For... and Findings (Part 1 – Cities)

Posted on January 17, 2013 by Tracy Burrows



The Washington State Auditor's Office website has a nifty audit report search that allows you to search reports and findings. In the interest of identifying common issues that appear in the state auditor's findings, I decided to take a look at the local government audit findings in the State Audit Reports from January 2010 to December 2012.

This Part 1 blog post looks at findings that were in the audit reports for cities. Over that period of time, there were 225 separate findings in the 185 city audit reports that had findings. In a future post, I'll have information about audit findings for counties and special districts.

The table below summarizes the common issues identified in the audit findings for cities:

Summary of Findings – SAO Audit Reports for Cities

Issue	Number of Findings	Percent of Total
Lack of Adequate Internal Financial Controls	74	33%
Lack of Adequate Controls to Ensure Compliance with Federal Grant Requirements	71	32%
Decline in Financial Condition Due to Lack of Monitoring or Failure to Reduce Costs	26	12%
Misappropriation of Funds	14	6%
Irregularities in Purchasing, Bidding, Contracting	12	5%
Issues Related to Allocation of Internal Service Costs	10	4%
Assets and Equipment – Inadequate Reporting or Controls	7	3%
Irregularities in Interfund Loans or Transfers	7	3%
Other	4	2%
Total	225	100%

In reviewing these audit reports, a few key issues stand out. Below you will find a more in-depth look at the findings and some resources to help you avoid audit issues in the future.

Pay Attention: Transitions in Key Finance Staff

Follow

In the local government response to the audit findings, a surprising number cite a changeover in key staff as contributing to the problem identified by the auditor.

- Prepare for transitions by thoroughly documenting procedures for internal financial controls.
- Make sure finance staff who are new to local government get proper training in local government accounting principles.

Lack of Internal Financial Controls – Top Issues

Lack of internal financial controls was the most common cause of audit findings, and this category contains a wide range of issues. The most common problems related to lack of independent review and other safeguards to ensure accuracy of:

- Financial statements
- Cash receipts
- Utility billing
- Payroll
- Payments for goods and services
- Annual leave cash-outs

Resources: Tracey Dunlap, the city of Kirkland's Finance Director, has two great MRSC *Finance Advisor* posts on local government internal controls – keeping them fresh and making them part of an organizational commitment. Also, Mike Bailey, Redmond's Finance Director, has a post *Do You Know Where Your Cash Is?*, which is an excellent primer on all things related to cash.

Federal Grants – Top Issues

Federal grant requirements can be tricky, especially if your finance and public works staff don't typically work on projects that include federal funding. Make sure staff has proper training and that there is a high level of coordination between the finance staff and project managers. Here are the issues that were consistently cited in auditor's findings:

- Failure to check whether contractors selected were suspended or debarred from doing business with the federal government
- Failure to ensure payment of prevailing wages
- Failure to enforce the submission of weekly payroll reports
- Inadequate schedule of expenditures
- Unallowable costs charged to the grant

Resources: MRSC's Purchasing, Bidding, and Contracting Sourcebook has examples of local government documents related to these issues. Mike Purdy's Public Contracting Blog is also an excellent resource on all issues related to federal grant administration and contracting in general.

More Really Helpful Resources

Follow

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Look for MRSC's new *Contracting for Services* publication due out in early spring. Also, Mike Bailey has some very practical advice on financial sustainability for those local governments that are facing a decline in financial position. And Peter Moy's post on the allocation of internal service costs will help keep you out of trouble on that front. The most frequently cited problems that I saw within the audit findings on cost allocation were 1) the lack of adequate documentation of the cost allocation methodology; and 2) the reliance on budgeted amounts rather than actuals when calculating cost allocations.

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About Tracy Burrows

As MRSC's Executive Director, Tracy seeks out innovations in local government, tracking trends in management and technology that impact your work. She has over 20 years of local government and non-profit experience, specializing in growth management, transportation, and general city management issues.

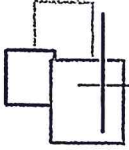
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MRSC Insight

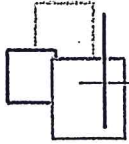
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Cash and Investment Activity

Fund	Beginning Cash	Beginning Investment	Activity In	Activity Out	Ending Cash	Ending Investment	Ending Balance
001 General Fund Current Expense	\$65,903	\$0	\$821,929	\$778,270	\$109,562	\$0	\$109,562
101 City Streets	\$3,046	\$0	\$736,444	\$706,771	\$32,719	\$0	\$32,719
104 Tourism/heritage Museum	\$18,784	\$0	\$66,508	\$34,679	\$50,613	\$0	\$50,613
301 Excise Reserve	\$42,660	\$0	\$9,759	\$39,788	\$12,630	\$0	\$12,630
401 Water	\$10,339	\$0	\$729,127	\$682,848	\$56,617	\$0	\$56,617
403 Water & Sewer Bond	\$0	\$0	\$13,501	\$13,501	\$0	\$0	\$0
404 Water & Sewer Bond Reserve	\$301,475	\$0	\$16,602	\$0	\$318,077	\$0	\$318,077
408 Stormwater	\$0	\$0	\$75,389	\$66,078	\$9,310	\$0	\$9,310
409 Sewer	\$49,241	\$0	\$4,510,264	\$4,453,698	\$105,806	\$0	\$105,806
999 Lgip Investment	(\$308,198)	\$308,198	\$371,635	\$371,635	(\$539,833)	\$539,833	\$0
	\$183,250	\$308,198	\$7,351,156	\$7,147,270	\$155,501	\$539,833	\$695,334



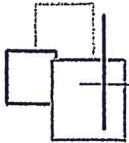
Revenue

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
General Fund Current Expense						
Revenue						
001-000-000-308-00-00-00	Beq Net Cash & Investments	\$0	\$65,878	\$65,878	100.0%	(\$0)
Taxes						
General Property Taxes						
001-000-000-311-10-00-00	General Property Taxes	\$12,098	\$133,602	\$139,830	95.5%	\$6,228
Total General Property Taxes		\$12,098	\$133,602	\$139,830	95.5%	\$6,228
Timber Harvest Taxes						
001-000-000-312-10-00-00	Timber Tax	\$28	\$83	\$0		(\$83)
Total Timber Harvest Taxes		\$28	\$83	\$0		(\$83)
Retail Sales and Use Taxes						
001-000-000-313-10-00-00	Gen Sales & Use Taxes	\$7,768	\$138,589	\$140,000	99.0%	\$1,411
Total Retail Sales and Use Taxes		\$7,768	\$138,589	\$140,000	99.0%	\$1,411
Business and Occupation Taxes						
001-000-000-316-10-00-00	Business & Occupation Tax	\$336	\$53,843	\$55,000	97.9%	\$1,157
Business and Occupation Taxes on Private Utilites						
001-000-000-316-45-00-00	Garbage 6% Tax	\$0	\$11,816	\$13,800	85.6%	\$1,984
001-000-000-316-46-00-00	Charter Cable 6% Tax	\$0	\$17,338	\$17,500	99.1%	\$162
001-000-000-316-47-00-00	Telephone 6% Tax	\$1,388	\$34,683	\$36,000	96.3%	\$1,317
Total Business and Occupation Taxes on Private Utilites		\$1,388	\$63,837	\$67,300	94.9%	\$3,463
Business and Occupation Taxes on Public Utilites						
001-000-000-316-51-00-00	Electric 6% Tax	\$0	\$71,271	\$82,000	86.9%	\$10,729
Total Business and Occupation Taxes on Public Utilites		\$0	\$71,271	\$82,000	86.9%	\$10,729
Taxes Billed to Customer of Governments's Utility						
001-000-000-316-72-00-00	Water Utility Tax	\$3,440	\$46,465	\$48,750	95.3%	\$2,285
001-000-000-316-72-01-00	Fire Hydrant Fee	\$0	\$1,541	\$1,600	96.3%	\$59
001-000-000-316-74-00-00	Sewer Utility Tax	\$3,097	\$47,141	\$47,642	98.9%	\$501
001-000-000-316-78-00-00	Storm Drainage	\$203	\$3,930	\$4,200	93.6%	\$270
Total Taxes Billed to Customer of Governments's Utility		\$6,740	\$99,077	\$102,192	97.0%	\$3,116
Total Business and Occupation Taxes		\$8,464	\$288,028	\$306,492	94.0%	\$18,464
Excise Taxes						
001-000-000-317-20-00-00	Local Leasehold Excise Tax	\$5,364	\$20,135	\$22,000	91.5%	\$1,865
001-000-000-317-51-00-00	Gambling Tax	\$0	\$1,438	\$1,800	79.9%	\$362
Total Excise Taxes		\$5,364	\$21,572	\$23,800	90.6%	\$2,228
Total Taxes		\$33,721	\$581,874	\$610,122	95.4%	\$28,248
Licenses and Permits						
Business Licenses and Permits						
001-000-000-321-60-00-00	Business Licence Tax	\$7,406	\$41,484	\$40,000	103.7%	(\$1,484)
Total Business Licenses and Permits		\$7,406	\$41,484	\$40,000	103.7%	(\$1,484)
Non-Business Licenses and Permits						
Buildings, Structures and Equipment						
001-000-000-322-10-00-01	Building Permit Fees	\$0	\$6,729	\$7,560	89.0%	\$831
Total Buildings, Structures and Equipment		\$0	\$6,729	\$7,560	89.0%	\$831
001-000-000-322-90-00-00	Land Use Permit Fees	\$0	\$2,340	\$0		(\$2,340)
Total Non-Business Licenses and Permits		\$0	\$9,069	\$7,560	120.0%	(\$1,509)
Total Licenses and Permits		\$7,406	\$50,553	\$47,560	106.3%	(\$2,993)
Intergovernmental Revenues						
State Grants						
001-000-000-334-03-12-00	DOE Aquatic Weed Grant	\$0	\$1,391	\$40,840	3.4%	\$39,449
Total State Grants		\$0	\$1,391	\$40,840	3.4%	\$39,449
State Shared Revenues						
001-000-000-335-00-91-00	Pud Privilege Tax	\$0	\$8,628	\$9,000	95.9%	\$372
Total State Shared Revenues		\$0	\$8,628	\$9,000	95.9%	\$372
State Entitlements, Impact Payments and Taxes						
001-000-000-336-06-21-00	Criminal Justice Low Populatio	\$0	\$1,000	\$1,000	100.0%	\$0
Criminal Justice - Contracted Services						
001-000-000-336-06-25-04	Crim Justice Dcd Area #4	\$0	\$1,384	\$1,500	92.3%	\$116
Total Criminal Justice - Contracted Services		\$0	\$1,384	\$1,500	92.3%	\$116
001-000-000-336-06-26-00	Crim Justice Spec. Programs	\$0	\$792	\$795	99.7%	\$3
001-000-000-336-06-51-00	Dui-Cities	\$0	\$175	\$200	87.4%	\$25

Account Number	Title	Period	Actual	Budget	% of Total	Balance
001-000-000-336-06-94-00	Liquor Excise Tax	\$0	\$3,444	\$4,700	73.3%	\$1,256
001-000-000-336-06-95-00	Liquor Board Profits	\$2,116	\$9,327	\$8,000	116.6%	(\$1,327)
Total State Entitlements, Impact Payments and Taxes		\$2,116	\$16,122	\$16,195	99.5%	\$73
Interlocal Grants, Entitlements, Payments, and Tax						
001-000-000-337-00-01-00	Pcoq For Fire Station	\$0	\$25,000	\$25,000	100.0%	\$0
001-000-000-337-00-02-00	Pcoq For Community Building	\$0	\$18,979	\$18,979	100.0%	\$0
Total Interlocal Grants, Entitlements, Payments, and Tax		\$0	\$43,979	\$43,979	100.0%	\$0
Total Intergovernmental Revenues		\$2,116	\$70,120	\$110,014	63.7%	\$39,894
Charges for Goods and Services						
General Government						
Other Word Processing, Printing, & Duplic Services						
001-000-000-341-69-00-01	Photocopying	\$34	\$137	\$100	136.6%	(\$37)
Total Other Word Processing, Printing, & Duplic Services		\$34	\$137	\$100	136.6%	(\$37)
Total General Government		\$34	\$137	\$100	136.6%	(\$37)
Public Safety						
001-000-000-342-20-00-00	Fire Protection Services	\$0	\$4,472	\$5,000	89.4%	\$528
Total Public Safety		\$0	\$4,472	\$5,000	89.4%	\$528
Economic Environment						
Planning and Development Services						
001-000-000-345-81-00-00	Zoning Fees	\$100	\$500	\$8,400	6.0%	\$7,900
Total Planning and Development Services		\$100	\$500	\$8,400	6.0%	\$7,900
Total Economic Environment		\$100	\$500	\$8,400	6.0%	\$7,900
Total Charges for Goods and Services		\$134	\$5,109	\$13,500	37.8%	\$8,391
Fines and Penalties						
Civil Infraction Penalties						
001-000-000-353-10-00-01	Muni Court Fines & Forfeits	\$0	\$5,707	\$3,605	158.3%	(\$2,102)
001-000-000-353-70-00-00	City - Crime Victims	\$0	\$66	\$100	65.7%	\$34
Total Civil Infraction Penalties		\$0	\$5,773	\$3,705	155.8%	(\$2,068)
Total Fines and Penalties		\$0	\$5,773	\$3,705	155.8%	(\$2,068)
Miscellaneous Revenues						
Interest and Other Earnings						
Total Investment Interest						
001-000-000-361-11-00-00	Interest Earnings	\$22	\$133	\$500	26.7%	\$367
Total Total Investment Interest		\$22	\$133	\$500	26.7%	\$367
001-000-000-361-40-00-00	Int ON Sales & Use Tax (state)	\$5	\$41	\$0		(\$41)
Total Interest and Other Earnings		\$27	\$174	\$500	34.9%	\$326
Rents, Leases and Concessions						
001-000-000-362-50-00-00	Community Building Rents	\$250	\$1,790	\$1,700	105.3%	(\$90)
001-000-000-362-50-01-00	Community Building Electricity	\$0	\$12,033	\$13,000	92.6%	\$967
001-000-000-362-90-00-00	Other	\$0	\$532	\$2,400	22.2%	\$1,868
Total Rents, Leases and Concessions		\$250	\$14,355	\$17,100	83.9%	\$2,745
Contributions and Donations From Private Sources						
001-000-000-367-19-00-00	Blk Lake Fish Derby Donations	\$0	\$4,796	\$4,800	99.9%	\$4
001-000-000-367-19-00-01	Ilwaco Park Fund Donations	\$0	\$259	\$0		(\$259)
Total Contributions and Donations From Private Sources		\$0	\$5,055	\$4,800	105.3%	(\$255)
Other Miscellaneous Revenues						
001-000-000-369-90-00-00	Misc. Cash Adjustment	\$0	\$35	\$0		(\$35)
Total Other Miscellaneous Revenues		\$0	\$35	\$0		(\$35)
Total Miscellaneous Revenues		\$277	\$19,620	\$22,400	87.6%	\$2,780
Nonrevenues						
State Remittances - Courts						
001-000-000-386-83-00-00	Trauma Care	\$0	\$82	\$170	48.5%	\$88
001-000-000-386-83-31-00	Auto Theft	\$0	\$116	\$220	52.7%	\$104
001-000-000-386-83-32-00	Brain Trauma	\$0	\$21	\$40	53.6%	\$19
Total State Remittances - Courts		\$0	\$220	\$430	51.1%	\$210
State Remittances-Courts						
001-000-000-386-91-00-00	State Portion	\$0	\$1,516	\$1,300	116.6%	(\$216)
001-000-000-386-92-00-00	State 30% Psea	\$0	\$906	\$700	129.4%	(\$206)
001-000-000-386-97-00-00	Jis Account	\$0	\$273	\$225	121.2%	(\$48)
Total State Remittances-Courts		\$0	\$2,695	\$2,225	121.1%	(\$470)
Other Nonrevenues						
001-000-000-389-00-00-08	Transfer From 106	\$0	\$4,000	\$4,000	100.0%	\$0
001-000-000-389-00-00-09	Transfer from 405	\$0	\$5,000	\$5,000	100.0%	\$0
001-000-000-389-00-01-02	Transfer from 301	\$5,000	\$5,000	\$5,000	100.0%	\$0
Total Other Nonrevenues		\$5,000	\$14,000	\$14,000	100.0%	\$0
Total Nonrevenues		\$5,000	\$16,915	\$16,655	101.6%	(\$260)
Other Financing Sources						
001-000-000-397-00-00-01	Transfer From 101-Bldg. Rental	\$0	\$10,000	\$10,000	100.0%	\$0
001-000-000-397-00-00-02	Transfer From 401-Bldg. Rental	\$0	\$12,500	\$12,500	100.0%	\$0
001-000-000-397-00-00-03	Transfer From 409-Bldg. Rental	\$0	\$12,500	\$12,500	100.0%	\$0
Total Other Financing Sources		\$0	\$35,000	\$35,000	100.0%	\$0

Account Number	Title	Period	Fiscal	Encumbrance	% of Total	Balance
Total Revenue		\$48,654	\$850,841	\$924,834	92.0%	\$73,993
Total General Fund Current Expense		\$48,654	\$850,841	\$924,834	92.0%	\$73,993
City Streets						
Revenue						
101-000-000-308-00-00-00	Begin Net Cash & Investments	\$0	\$3,046	\$3,046	100.0%	\$0
Taxes						
General Property Taxes						
101-000-000-311-10-00-00	General Property Tax	\$5,185	\$58,281	\$59,927	97.3%	\$1,646
Total General Property Taxes		\$5,185	\$58,281	\$59,927	97.3%	\$1,646
Total Taxes		\$5,185	\$58,281	\$59,927	97.3%	\$1,646
Intergovernmental Revenues						
State Grants						
101-000-000-334-03-82-00	TIB-School Street	\$164,233	\$613,892	\$725,876	84.6%	\$111,984
101-000-000-334-03-83-00	TIB - Brumbach	\$0	\$6,402	\$99,794	6.4%	\$93,392
101-000-000-334-03-84-00	TIB - Sidewalks	\$0	\$5,227	\$6,000	87.1%	\$773
Total State Grants		\$164,233	\$625,522	\$831,670	75.2%	\$206,148
State Entitlements, Impact Payments and Taxes						
101-000-000-336-00-87-00	Motor Veh Fuel Tax	\$1,684	\$19,110	\$20,000	95.5%	\$890
Total State Entitlements, Impact Payments and Taxes		\$1,684	\$19,110	\$20,000	95.5%	\$890
Total Intergovernmental Revenues		\$165,917	\$644,631	\$851,670	75.7%	\$207,039
Miscellaneous Revenues						
Interest and Other Earnings						
Total Investment Interest						
101-000-000-361-11-00-00	Investment Interest	\$3	\$20	\$0		(\$20)
Total Total Investment Interest		\$3	\$20	\$0		(\$20)
Total Interest and Other Earnings		\$3	\$20	\$0		(\$20)
Total Miscellaneous Revenues		\$3	\$20	\$0		(\$20)
Nonrevenues						
Other Nonrevenues						
Sub-Unit						
101-000-000-389-00-01-02	Transfer from 301	\$13,500	\$31,940	\$38,204	83.6%	\$6,264
Total Sub-Unit		\$13,500	\$31,940	\$38,204	83.6%	\$6,264
Total Nonrevenues		\$13,500	\$31,940	\$38,204	83.6%	\$6,264
Total Other Nonrevenues		\$13,500	\$31,940	\$38,204	83.6%	\$6,264
Total Revenue		\$184,605	\$737,917	\$952,847	77.4%	\$214,930
Total City Streets		\$184,605	\$737,917	\$952,847	77.4%	\$214,930
Tourism/heritage Museum						
Revenue						
104-000-000-308-00-00-00	Beginning Cash	\$0	\$18,784	\$18,784	100.0%	(\$0)
Taxes						
Retail Sales and Use Taxes						
104-000-000-313-30-00-00	Hotel-Motel Tax	\$1,893	\$66,471	\$70,050	94.9%	\$3,579
Total Retail Sales and Use Taxes		\$1,893	\$66,471	\$70,050	94.9%	\$3,579
Total Taxes		\$1,893	\$66,471	\$70,050	94.9%	\$3,579
Miscellaneous Revenues						
Interest and Other Earnings						
Total Investment Interest						
104-000-000-361-11-00-00	Investment Interest	\$8	\$37	\$130	28.2%	\$93
Total Total Investment Interest		\$8	\$37	\$130	28.2%	\$93
Total Interest and Other Earnings		\$8	\$37	\$130	28.2%	\$93
Total Miscellaneous Revenues		\$8	\$37	\$130	28.2%	\$93
Total Revenue		\$1,900	\$85,292	\$88,964	95.9%	\$3,672
Total Tourism/heritage Museum		\$1,900	\$85,292	\$88,964	95.9%	\$3,672
Excise Reserve						
Revenue						
301-000-000-308-00-00-00	Beginning Net Cash & Invest	\$0	\$42,660	\$42,660	100.0%	\$0
Taxes						
Excise Taxes						
Real Estate Excise Taxes						
301-000-000-317-34-00-00	Real Estate Excise Tax 1st Qua	\$3,021	\$6,866	\$11,500	59.7%	\$4,634
301-000-000-317-34-00-01	Real Estate Excise Tax	(\$2,848)	\$0	\$0		\$0
Total Real Estate Excise Taxes		\$173	\$6,866	\$11,500	59.7%	\$4,634
Total Excise Taxes		\$173	\$6,866	\$11,500	59.7%	\$4,634
Total Taxes		\$173	\$6,866	\$11,500	59.7%	\$4,634
Miscellaneous Revenues						

Account Number	Title	Person	Fiscal	Budget	% of Total	Balance
404-000-000-381-20-00-00	Interfund Loan Repmt From 409	\$0	\$7,500	\$7,500	100.0%	\$0
Total Interfund Loan Receipts		\$0	\$7,500	\$7,500	100.0%	\$0
Total Nonrevenues		\$0	\$7,500	\$7,500	100.0%	\$0
Other Financing Sources						
Transfers-In						
404-000-000-397-35-70-03	Wwtp 2004-Usda Reserve	\$0	\$6,137	\$6,137	100.0%	\$0
404-000-000-397-35-72-06	Wwtp 2008 Reserve-B of P	\$0	\$2,965	\$2,965	100.0%	\$0
Total Transfers-In		\$0	\$9,102	\$9,102	100.0%	\$0
Total Revenue		\$0	\$318,077	\$318,077	100.0%	\$0
Total Other Financing Sources		\$0	\$9,102	\$9,102	100.0%	\$0
Total Water & Sewer Bond Reserve		\$0	\$318,077	\$318,077	100.0%	\$0
Stormwater						
Revenue						
Charges for Goods and Services						
Physical Environment						
Other Utilities						
408-000-000-343-83-00-00	Storm Drainage	\$4,703	\$74,639	\$75,000	99.5%	\$361
Total Other Utilities		\$4,703	\$74,639	\$75,000	99.5%	\$361
Total Physical Environment		\$4,703	\$74,639	\$75,000	99.5%	\$361
Total Charges for Goods and Services		\$4,703	\$74,639	\$75,000	99.5%	\$361
Miscellaneous Revenues						
Interest and Other Earnings						
Total Investment Interest						
408-000-000-361-11-00-00	Investment Interest	\$1	\$40	\$1,100	3.6%	\$1,060
Total Total Investment Interest		\$1	\$40	\$1,100	3.6%	\$1,060
Total Interest and Other Earnings		\$1	\$40	\$1,100	3.6%	\$1,060
Total Miscellaneous Revenues		\$1	\$40	\$1,100	3.6%	\$1,060
Total Revenue		\$4,704	\$74,678	\$76,100	98.1%	\$1,422
Total Stormwater		\$4,704	\$74,678	\$76,100	98.1%	\$1,422
Sewer						
Revenue						
409-000-000-308-00-00-00	Beq Net Cash & Investment	\$0	\$49,141	\$49,141	100.0%	(\$0)
Charges for Goods and Services						
Physical Environment						
409-000-000-343-50-00-00	Sewer Service Charges	\$61,332	\$796,421	\$794,034	100.3%	(\$2,387)
409-000-000-343-51-00-00	Seaview Sewer Dist Fees	\$23,537	\$202,340	\$220,042	92.0%	\$17,702
409-000-000-343-53-00-00	Seaview - Srf Loan Match	\$0	\$66,978	\$39,100	171.3%	(\$27,878)
409-000-000-343-53-00-00	Seaview RD Loan Match	\$0	\$32,530	\$60,500	53.8%	\$27,970
Total Physical Environment		\$84,869	\$1,098,269	\$1,113,676	98.6%	\$15,407
Total Charges for Goods and Services		\$84,869	\$1,098,269	\$1,113,676	98.6%	\$15,407
Miscellaneous Revenues						
Interest and Other Earnings						
Total Investment Interest						
409-000-000-361-11-00-00	Investment Income	\$60	\$459	\$0		(\$459)
Total Total Investment Interest		\$60	\$459	\$0		(\$459)
Total Interest and Other Earnings		\$60	\$459	\$0		(\$459)
Contributions and Donations From Private Sources						
409-000-000-367-00-50-00	Sewer Service Connections	\$0	\$0	\$0		\$0
409-000-000-367-00-90-00	Other Revenue Sources	\$210	\$1,330	\$500	266.0%	(\$830)
Total Contributions and Donations From Private Sources		\$210	\$1,330	\$500	266.0%	(\$830)
Total Miscellaneous Revenues		\$270	\$1,789	\$500	357.8%	(\$1,289)
Proprietary Funds Revenues						
Gains (Losses)						
409-000-000-373-50-00-00	Insurance Recovery	\$0	\$28,451	\$45,000	63.2%	\$16,549
Total Gains (Losses)		\$0	\$28,451	\$45,000	63.2%	\$16,549
409-000-000-379-00-00-00	Sewer Connections	\$0	\$12,400	\$17,910	69.2%	\$5,510
Total Proprietary Funds Revenues		\$0	\$40,851	\$62,910	64.9%	\$22,059
Nonrevenues						
Proceeds of Long-Term Debt-Proprietary Funds Only						
409-000-000-382-80-00-01	Loan Proceeds	\$5,990	\$3,218,900	\$3,219,017	100.0%	\$117
Total Proceeds of Long-Term Debt-Proprietary Funds Only		\$5,990	\$3,218,900	\$3,219,017	100.0%	\$117
Total Nonrevenues		\$5,990	\$3,218,900	\$3,219,017	100.0%	\$117
Total Revenue		\$91,129	\$4,408,950	\$4,445,244	99.2%	\$36,294
Total Sewer		\$91,129	\$4,408,950	\$4,445,244	99.2%	\$36,294
Grand Totals		\$405,802	\$10,873,450	\$13,008,325	83.6%	\$2,134,875



Expenditure

Account Number	Title	Period	Fiscal	Budget	% of	Balance
General Fund Current Expense						
Expenditure						
001-000-000-508-00-00-00	End Net Cash & Investments	\$109,564	\$109,564	\$118,172	92.7%	\$8,608
General Government Services						
Legislative						
Official Publication Services						
001-000-000-511-30-44-00	Official Publications	\$674	\$2,534	\$2,000	126.7%	(\$534)
Total Official Publication Services		\$674	\$2,534	\$2,000	126.7%	(\$534)
Facilities						
001-000-000-511-50-41-01	Asp Software Services	\$0	\$2,633	\$2,633	100.0%	\$0
001-000-000-511-50-46-00	Insurances	\$577	\$6,689	\$8,137	82.2%	\$1,448
001-000-000-511-50-47-00	Electricity	\$145	\$1,474	\$3,000	49.1%	\$1,526
001-000-000-511-50-48-00	Repair & Maintenance	\$0	\$0	\$200	0.0%	\$200
001-000-000-511-50-49-00	Miscellaneous	\$0	\$10	\$100	10.0%	\$90
Total Facilities		\$722	\$10,806	\$14,070	76.8%	\$3,264
Legislative Services						
001-000-000-511-60-10-00	Salaries & Wages	\$1,476	\$17,693	\$18,000	98.3%	\$307
001-000-000-511-60-20-00	Personnel Benefits	\$115	\$1,993	\$2,601	76.6%	\$608
001-000-000-511-60-43-00	Travel/meals/lodging	\$107	\$134	\$0		(\$134)
001-000-000-511-60-47-02	City Sewer - Museum	\$190	\$1,140	\$1,890	60.3%	\$750
001-000-000-511-60-47-07	Storm Drainage	\$0	\$19	\$0		(\$19)
001-000-000-511-60-49-00	Miscellaneous	\$0	\$35	\$0		(\$35)
Total Legislative Services		\$1,887	\$21,013	\$22,491	93.4%	\$1,478
Election Costs						
001-000-000-511-70-51-00	Election Costs	\$0	\$4,530	\$5,000	90.6%	\$470
Total Election Costs		\$0	\$4,530	\$5,000	90.6%	\$470
Total Legislative		\$3,283	\$38,883	\$43,561	89.3%	\$4,678
Judicial						
001-000-000-512-40-00-00	Court - Remit TO State	\$0	\$0	\$0		\$0
001-000-000-512-40-51-00	Municipal Court Services	(\$1,236)	\$0	\$0		\$0
001-000-000-512-50-40-02	Municipal Court Services	\$4,232	\$21,401	\$16,000	133.8%	(\$5,401)
001-000-000-512-50-40-03	Court Remit TO State	\$0	\$3,457	\$2,500	138.3%	(\$957)
Total Judicial		\$2,996	\$24,859	\$18,500	134.4%	(\$6,359)
Financial and Records Services						
Financial Services						
001-000-000-514-20-10-00	Salaries & Wages	\$3,228	\$37,699	\$38,058	99.1%	\$359
001-000-000-514-20-20-00	Personnel Benefits	\$849	\$11,306	\$10,844	104.3%	(\$462)
001-000-000-514-20-31-00	Office & Operating Supplies	\$742	\$4,991	\$5,500	90.8%	\$509
001-000-000-514-20-35-00	Small Tools & Equipment	\$0	\$0	\$500	0.0%	\$500
001-000-000-514-20-41-00	Professional Services	\$0	\$1,471	\$3,000	49.0%	\$1,529
001-000-000-514-20-41-02	Software Upgrade	\$0	\$2,031	\$0		(\$2,031)
001-000-000-514-20-42-00	Communication	\$277	\$3,536	\$4,080	86.7%	\$544
001-000-000-514-20-43-00	Travel/meals/lodging	\$33	\$744	\$1,000	74.4%	\$256
001-000-000-514-20-45-00	Postage Meter Rental	\$121	\$1,452	\$1,452	100.0%	\$0
001-000-000-514-20-46-00	Insurance	\$0	\$357	\$0		(\$357)
001-000-000-514-20-47-01	Garbage Bills	\$550	\$3,608	\$3,049	118.3%	(\$559)
001-000-000-514-20-47-02	Water - City Hall	\$82	\$544	\$432	126.0%	(\$112)
001-000-000-514-20-47-03	Sewer - City Hall	\$190	\$1,140	\$1,200	95.0%	\$60
001-000-000-514-20-47-04	Storm Drainage	\$49	\$300	\$300	100.0%	\$0
001-000-000-514-20-48-00	Repairs & Maintenance	\$0	\$128	\$0		(\$128)
001-000-000-514-20-49-00	Miscellaneous	\$0	\$5	\$0		(\$5)
Budgeting, Accounting, Auditing (State Auditors)						
001-000-000-514-23-41-00	Audit Costs	\$0	\$6,230	\$8,000	77.9%	\$1,770
Total Budgeting, Accounting, Auditing (State)		\$0	\$6,230	\$8,000	77.9%	\$1,770
Total Financial Services		\$6,120	\$75,543	\$77,415	97.6%	\$1,872
Records Services						
001-000-000-514-30-01-00	Records Services	\$72	\$196	\$0		(\$196)
Total Records Services		\$72	\$196	\$0		(\$196)
001-000-000-514-40-40-00	Training	\$0	\$1,639	\$1,500	109.2%	(\$139)
Total Financial and Records Services		\$6,192	\$77,377	\$78,915	98.1%	\$1,538
Legal						
Legal Services						

Account Number	Title	Actual	Fiscal	Budget	% of	Balance
001-000-000-515-20-41-00	Legal Services	\$2,420	\$18,141	\$15,000	120.9%	(\$3,141)
	Total Legal Services	\$2,420	\$18,141	\$15,000	120.9%	(\$3,141)
	Total Legal	\$2,420	\$18,141	\$15,000	120.9%	(\$3,141)
	Other General Government Services					
	Miscellaneous					
001-000-000-519-90-49-00	Assoc of WA Cities (dues)	\$0	\$697	\$700	99.6%	\$3
001-000-000-519-90-49-01	Pacific Council of Governments	\$0	\$1,500	\$1,500	100.0%	\$0
001-000-000-519-90-49-03	Pacific County Edc	\$0	\$500	\$500	100.0%	\$0
	Total Other General Government Services	\$0	\$2,697	\$2,700	99.9%	\$3
	Total General Government Services	\$14,892	\$161,957	\$158,676	102.1%	(\$3,281)
	Total Miscellaneous	\$0	\$2,697	\$2,700	99.9%	\$3
	Public Safety					
	Law Enforcement					
	Administration					
001-000-000-521-10-50-00	Law Enforcement Contract	\$15,262	\$183,295	\$183,140	100.1%	(\$155)
	Total Administration	\$15,262	\$183,295	\$183,140	100.1%	(\$155)
	Total Law Enforcement	\$15,262	\$183,295	\$183,140	100.1%	(\$155)
	Fire Control					
001-000-000-522-00-49-00	Miscellaneous	\$0	\$2,368	\$10,000	23.7%	\$7,632
	Administration					
001-000-000-522-10-10-00	Salaries & Waqes	\$1,223	\$14,700	\$14,400	102.1%	(\$300)
001-000-000-522-10-20-00	Personnel Benefits	\$706	\$8,519	\$8,673	98.2%	\$154
001-000-000-522-10-20-01	Board of Volunteer Firemen	\$0	\$1,080	\$2,100	51.4%	\$1,020
001-000-000-522-10-20-02	Life & Disability Insurance	\$0	\$2,879	\$3,400	84.7%	\$521
001-000-000-522-10-31-00	Office & Operating Supplies	\$1,300	\$15,308	\$28,011	54.6%	\$12,703
001-000-000-522-10-31-01	Training/attendance	\$6,345	\$7,362	\$10,875	67.7%	\$3,513
001-000-000-522-10-32-00	Gasoline	\$266	\$1,016	\$1,000	101.6%	(\$16)
001-000-000-522-10-35-00	Small Tools & Equipment	\$0	\$2,559	\$2,600	98.4%	\$41
001-000-000-522-10-42-00	Communication	\$354	\$4,201	\$4,440	94.6%	\$239
001-000-000-522-10-46-00	Insurance	\$747	\$8,990	\$10,545	85.3%	\$1,555
001-000-000-522-10-47-00	Electricity	\$449	\$6,430	\$5,000	128.6%	(\$1,430)
001-000-000-522-10-48-00	Repair & Maintenance	\$3,458	\$8,075	\$6,600	122.3%	(\$1,475)
	Total Administration	\$14,848	\$81,119	\$97,644	83.1%	\$16,525
	Facilities					
001-000-000-522-50-47-01	Water	\$326	\$1,968	\$1,500	131.2%	(\$468)
001-000-000-522-50-47-02	Sewer	\$190	\$1,140	\$1,140	100.0%	(\$0)
001-000-000-522-50-47-03	Storm Drainage	\$119	\$712	\$468	152.2%	(\$244)
	Total Facilities	\$635	\$3,820	\$3,108	122.9%	(\$712)
	Total Fire Control	\$15,483	\$87,307	\$110,752	78.8%	\$23,445
	Detention and/or Correction					
	Monitoring Of Prisoners					
001-000-000-523-20-40-00	Correctional Institutions	\$0	\$772	\$3,500	22.1%	\$2,728
001-000-000-523-21-00-01	Juvenile Facility	\$0	\$0	\$50	0.0%	\$50
	Total Monitoring Of Prisoners	\$0	\$772	\$3,550	21.7%	\$2,778
	Total Detention and/or Correction	\$0	\$772	\$3,550	21.7%	\$2,778
	Emergency Services					
	Emergency Preparedness					
001-000-000-525-60-51-00	Emergency Services Program	\$0	\$4,402	\$4,401	100.0%	(\$1)
	Total Emergency Preparedness	\$0	\$4,402	\$4,401	100.0%	(\$1)
	Total Emergency Services	\$0	\$4,402	\$4,401	100.0%	(\$1)
	Communications, Alarms and Dispatch					
	Operations - Contracted Services					
001-000-000-528-60-51-00	Dispatch Services	\$0	\$24,954	\$24,954	100.0%	\$0
	Total Operations - Contracted Services	\$0	\$24,954	\$24,954	100.0%	\$0
	Total Communications, Alarms and Dispatch	\$0	\$24,954	\$24,954	100.0%	\$0
	Total Public Safety	\$30,745	\$300,730	\$326,797	92.0%	\$26,067
	Utilities and Environment					
	Natural Resources					
	Pollution Control					
001-000-000-531-70-51-00	Air Pollution Control	\$0	\$502	\$502	100.0%	\$0
	Total Pollution Control	\$0	\$502	\$502	100.0%	\$0
	Total Natural Resources	\$0	\$502	\$502	100.0%	\$0
	Total Utilities and Environment	\$0	\$502	\$502	100.0%	\$0
	Economic Environment					
	Community Services					
	Information Services					
001-000-000-557-20-41-00	Ilwaco Web Page	\$175	\$725	\$1,500	48.3%	\$775
	Total Information Services	\$175	\$725	\$1,500	48.3%	\$775
	Total Community Services	\$175	\$725	\$1,500	48.3%	\$775
	Planning and Community Development					
	Planning					

Account Number	Title	Period	Fiscal	Budget	% of	Balance
001-000-000-558-60-41-00	Planner Services	\$565	\$8,871	\$10,000	88.7%	\$1,129
Total Planning		\$565	\$8,871	\$10,000	88.7%	\$1,129
Total Planning and Community Development		\$565	\$8,871	\$10,000	88.7%	\$1,129
Total Economic Environment		\$740	\$9,596	\$11,500	83.4%	\$1,904
Mental and Physical Health						
Substance Abuse						
001-000-000-566-00-51-00	Alcohol Program 2%	\$0	\$242	\$250	96.7%	\$8
Total Substance Abuse		\$0	\$242	\$250	96.7%	\$8
Total Mental and Physical Health		\$0	\$242	\$250	96.7%	\$8
Culture and Recreation						
Education						
Facilities						
001-000-000-571-50-40-00	Community Bldg Other - Electri	\$448	\$5,498	\$6,221	88.4%	\$723
001-000-000-571-50-40-01	Community Bldg Other-Mntc	\$0	\$2,304	\$2,000	115.2%	(\$304)
001-000-000-571-50-40-02	Community Building Water	\$0	\$0	\$739	0.0%	\$739
001-000-000-571-50-40-03	Community Building Sewer	\$0	\$0	\$1,140	0.0%	\$1,140
Total Facilities		\$448	\$7,802	\$10,100	77.2%	\$2,298
Total Education		\$448	\$7,802	\$10,100	77.2%	\$2,298
Libraries						
Facilities						
001-000-000-572-50-41-00	Custodian Library	\$325	\$4,203	\$3,900	107.8%	(\$303)
001-000-000-572-50-46-00	Insurance	\$854	\$10,220	\$12,049	84.8%	\$1,829
001-000-000-572-50-47-00	Electricity	\$672	\$8,247	\$5,500	149.9%	(\$2,747)
001-000-000-572-50-47-01	City Water	\$275	\$1,622	\$750	216.3%	(\$872)
001-000-000-572-50-47-02	City Sewer	\$190	\$1,140	\$1,140	100.0%	(\$0)
001-000-000-572-50-47-03	Storm Drainage	\$19	\$114	\$76	150.6%	(\$38)
001-000-000-572-50-48-00	Repairs & Maintenance	\$0	\$186	\$500	37.2%	\$314
001-000-000-572-50-49-00	Miscellaneous	\$90	\$90	\$700	12.8%	\$610
Total Facilities		\$2,425	\$25,822	\$24,615	104.9%	(\$1,207)
Total Libraries		\$2,425	\$25,822	\$24,615	104.9%	(\$1,207)
Spectator and Community Events						
001-000-000-573-90-00-01	Black Lake Fishing Derby	\$0	\$4,183	\$4,800	87.2%	\$617
Total Spectator and Community Events		\$0	\$4,183	\$4,800	87.2%	\$617
Park Facilities						
General Parks						
001-000-000-576-80-10-00	Park Salaries And Waqes	\$932	\$11,651	\$11,487	101.4%	(\$164)
001-000-000-576-80-20-00	Park Benefits	\$293	\$4,429	\$4,764	93.0%	\$335
001-000-000-576-80-31-00	Office & Operating Supplies	\$1,415	\$8,032	\$7,000	114.7%	(\$1,032)
001-000-000-576-80-34-00	Aquatic Weed Treatment	\$0	\$2,008	\$40,840	4.9%	\$38,832
001-000-000-576-80-35-00	Small Tools & Equipment	\$0	\$1,104	\$2,500	44.1%	\$1,397
001-000-000-576-80-46-00	Insurance	\$180	\$2,890	\$2,536	114.0%	(\$354)
001-000-000-576-80-47-00	Electricity	\$84	\$987	\$3,046	32.4%	\$2,059
001-000-000-576-80-47-01	Water-Parks, Sprinklers, Blklk	\$475	\$2,926	\$1,681	174.1%	(\$1,245)
001-000-000-576-80-47-02	Sewer-Parks, Black Lake	\$520	\$3,260	\$2,280	143.0%	(\$980)
001-000-000-576-80-47-03	Storm Drainage	\$57	\$1,545	\$1,300	118.9%	(\$245)
001-000-000-576-80-48-00	Repairs & Maintenance	\$103	\$37,186	\$35,000	106.2%	(\$2,186)
001-000-000-576-80-49-00	Miscellaneous	\$0	\$0	\$500	0.0%	\$500
Total General Parks		\$4,059	\$76,021	\$112,934	67.3%	\$36,913
Total Park Facilities		\$4,059	\$76,021	\$112,934	67.3%	\$36,913
Total Culture and Recreation		\$6,933	\$113,827	\$152,449	74.7%	\$38,622
Debt Service						
Redemption Of Long-Term Debt - Governmental						
001-000-000-591-19-71-00	Usda RD #97-09 Bond Principal	\$8,495	\$16,793	\$16,023	104.8%	(\$770)
001-000-000-591-22-71-00	Bop Fire Station -Principle	\$0	\$40,702	\$30,582	133.1%	(\$10,120)
001-000-000-591-73-71-00	Bop Community Bldg Prin	\$0	\$15,931	\$14,938	106.6%	(\$993)
Total Redemption Of Long-Term Debt - Governmental		\$8,495	\$73,426	\$61,543	119.3%	(\$11,883)
Interest And Other Debt Service Costs						
001-000-000-592-19-83-00	Usda RD #97-09 Bond Interest	\$4,769	\$9,735	\$10,505	92.7%	\$770
001-000-000-592-22-83-00	Bop Fire Station - Interest	\$0	\$36,730	\$46,850	78.4%	\$10,120
001-000-000-592-73-83-00	Bop Community Bldg Interest	\$0	\$13,096	\$14,089	93.0%	\$993
Total Interest And Other Debt Service Costs		\$4,769	\$59,562	\$71,444	83.4%	\$11,882
Capital Expenditures						
001-000-000-594-62-22-00	Fire Hall Rebuild-Prof Service	\$880	\$10,564	\$10,333	102.2%	(\$231)
001-000-000-594-62-72-00	Comm Building - Prof. Services	\$440	\$5,282	\$5,167	102.2%	(\$115)
Equipment						
001-000-000-594-64-76-00	Vehicle Purchase	\$0	\$5,740	\$8,000	71.8%	\$2,260
Total Equipment		\$0	\$5,740	\$8,000	71.8%	\$2,260
Total Capital Expenditures		\$1,321	\$21,587	\$23,500	91.9%	\$1,913
001-000-000-596-22-64-00	Fire Equipment	\$0	(\$125)	\$0		\$125
Total Debt Service		\$14,585	\$154,450	\$156,487	98.7%	\$2,037
Total Expenditure		\$177,457	\$850,868	\$924,833	92.0%	\$73,965
Total General Fund Current Expense		\$177,457	\$850,868	\$924,833	92.0%	\$73,965

Account Number	Title	Fiscal	Fiscal	Budget	% of	Balance
City Streets						
Expenditure						
101-000-000-508-00-00-00	End Net Cash & Investments	\$32,719	\$32,719	\$7,354	444.9%	(\$25,365)
Transportation						
Road and Street Maintenance						
Roadway						
101-000-000-542-30-10-00	Salaries & Wages	\$2,508	\$31,013	\$26,177	118.5%	(\$4,836)
101-000-000-542-30-20-00	Benefits	\$720	\$10,748	\$9,680	111.0%	(\$1,068)
101-000-000-542-30-31-00	Roadway Operating	\$140	\$1,002	\$4,000	25.0%	\$2,998
101-000-000-542-30-35-00	Roadway Equipment	\$0	\$458	\$2,500	18.3%	\$2,042
Total Roadway		\$3,368	\$43,221	\$42,357	102.0%	(\$864)
Drainage						
101-000-000-542-40-32-00	Storm Drainage Supplies	\$81	\$158	\$0		(\$158)
Total Drainage		\$81	\$158	\$0		(\$158)
Traffic And Pedestrian Services						
Street Lighting						
101-000-000-542-63-47-00	Street Light Operating	\$552	\$6,886	\$6,005	114.7%	(\$881)
Total Street Lighting		\$552	\$6,886	\$6,005	114.7%	(\$881)
Snow And Ice Control						
101-000-000-542-66-31-00	Ice Control Operating	\$0	\$828	\$830	99.7%	\$2
Total Snow And Ice Control		\$0	\$828	\$830	99.7%	\$2
Street Cleaning						
101-000-000-542-67-30-00	Street Cleaning	\$0	\$649	\$0		(\$649)
Total Street Cleaning		\$0	\$649	\$0		(\$649)
Total Traffic And Pedestrian Services		\$552	\$8,362	\$6,835	122.3%	(\$1,527)
Roadside						
101-000-000-542-70-31-00	Roadside Operating	\$348	\$1,591	\$2,000	79.5%	\$409
Total Roadside		\$348	\$1,591	\$2,000	79.5%	\$409
Total Road and Street Maintenance		\$4,348	\$53,333	\$51,192	104.2%	(\$2,141)
Road and Street General Administration / Overhead						
101-000-000-543-30-30-00	Office And Operating	\$512	\$2,939	\$900	326.5%	(\$2,039)
101-000-000-543-30-30-01	Gasoline & Oil Products	\$331	\$1,983	\$1,030	192.5%	(\$953)
101-000-000-543-30-30-02	Small Tools & Equipment	\$0	\$150	\$833	18.0%	\$683
101-000-000-543-30-40-01	Insurance	\$110	\$2,051	\$1,530	134.1%	(\$521)
Training						
101-000-000-543-60-40-00	Safety Training	\$0	\$0	\$133	0.0%	\$133
Total Training		\$0	\$0	\$133	0.0%	\$133
Total Road and Street General Administration /		\$953	\$7,123	\$4,426	160.9%	(\$2,697)
Total Transportation		\$5,302	\$60,455	\$55,618	108.7%	(\$4,837)
Debt Service						
Capital Expenditures						
101-000-000-594-63-95-02	Sidewalks	\$0	\$5,510	\$6,000	91.8%	\$490
Total Capital Expenditures		\$0	\$5,510	\$6,000	91.8%	\$490
Roads/Streets Construction & Other Infrastructure						
Engineering						
101-000-000-595-10-40-00	Engineering-Brumbach	\$0	\$6,739	\$19,453	34.6%	\$12,714
101-000-000-595-10-42-00	Engineering - School Street	\$0	\$121,772	\$126,500	96.3%	\$4,728
Total Engineering		\$0	\$128,511	\$145,953	88.0%	\$17,442
Right-Of-Way						
101-000-000-595-20-42-00	Right of Way - School Street	\$0	\$11,635	\$0		(\$11,635)
Total Right-Of-Way		\$0	\$11,635	\$0		(\$11,635)
Roadway						
101-000-000-595-30-65-00	Roadway Construction	\$164,997	\$489,088	\$717,921	68.1%	\$228,833
Total Roadway		\$164,997	\$489,088	\$717,921	68.1%	\$228,833
Total Roads/Streets Construction & Other		\$164,997	\$629,234	\$863,874	72.8%	\$234,640
101-000-000-597-00-00-01	Contingency	\$0	\$0	\$10,000	0.0%	\$10,000
101-000-000-597-00-00-03	Transfer TO 001-Bldg. Rental	\$0	\$10,000	\$10,000	100.0%	\$0
Total Debt Service		\$164,997	\$644,743	\$889,874	72.5%	\$245,131
Total Expenditure		\$203,017	\$737,917	\$952,846	77.4%	\$214,929
Total City Streets		\$203,017	\$737,917	\$952,846	77.4%	\$214,929
Tourism/heritage Museum						
Expenditure						
104-000-000-508-00-00-00	End Net Cash & Investments	\$50,613	\$50,613	\$55,594	91.0%	\$4,981
Culture and Recreation						
Spectator and Community Events						
104-000-000-573-90-00-05	Ilwaco Internet Web Page	\$0	\$177	\$0		(\$177)
104-000-000-573-90-40-02	Miscellaneous	\$300	\$3,718	\$1,500	247.9%	(\$2,218)
104-000-000-573-90-44-00	Ilwaco Museum Celebrations	\$1,081	\$5,000	\$5,000	100.0%	\$0
104-000-000-573-90-44-01	Visitors Bldg. - City Portion	\$0	\$769	\$769	100.0%	\$0

Account Number	Title	Prd	Fiscal	Stage	% of	Balance
104-000-000-573-90-44-02	Ilwaco Merchants Association	\$0	\$7,520	\$7,500	100.3%	(\$20)
104-000-000-573-90-44-04	Peninsula Visitors Bureau	\$0	\$7,500	\$7,500	100.0%	\$0
104-000-000-573-90-44-06	Ilwaco Charter Association	\$0	\$1,000	\$1,000	100.0%	\$0
104-000-000-573-90-46-00	Ilwaco Museum - Insurance	\$432	\$4,995	\$6,101	81.9%	\$1,106
Total Spectator and Community Events		\$1,813	\$30,679	\$29,370	104.5%	(\$1,309)
Total Culture and Recreation		\$1,813	\$30,679	\$29,370	104.5%	(\$1,309)
Debt Service						
Element						
Sub-Element						
Unit						
104-000-000-597-34-70-01	Transfer TO 001	\$0	\$4,000	\$4,000	100.0%	\$0
Total Unit		\$0	\$4,000	\$4,000	100.0%	\$0
Total Sub-Element		\$0	\$4,000	\$4,000	100.0%	\$0
Total Element		\$0	\$4,000	\$4,000	100.0%	\$0
Total Expenditure		\$52,426	\$85,292	\$88,964	95.9%	\$3,672
Total Debt Service		\$0	\$4,000	\$4,000	100.0%	\$0
Total Tourism/heritage Museum		\$52,426	\$85,292	\$88,964	95.9%	\$3,672
Excise Reserve						
Expenditure						
301-000-000-508-00-00-00	End Net Cash & Investments	\$12,630	\$12,630	\$12,283	102.8%	(\$347)
Debt Service						
Element						
Sub-Element						
Unit						
301-000-000-597-34-70-01	Transfer TO 001	\$18,500	\$36,940	\$41,877	88.2%	\$4,937
Total Unit		\$18,500	\$36,940	\$41,877	88.2%	\$4,937
Total Sub-Element		\$18,500	\$36,940	\$41,877	88.2%	\$4,937
Total Element		\$18,500	\$36,940	\$41,877	88.2%	\$4,937
Total Expenditure		\$31,130	\$49,570	\$54,160	91.5%	\$4,590
Total Debt Service		\$18,500	\$36,940	\$41,877	88.2%	\$4,937
Total Excise Reserve		\$31,130	\$49,570	\$54,160	91.5%	\$4,590
Water						
Expenditure						
401-000-000-508-00-00-00	End Net Cash & Investments	\$56,517	\$56,517	\$94,043	60.1%	\$37,526
Utilities and Environment						
Water Utilities						
401-000-000-534-00-10-00	Salaries & Waqes	\$13,727	\$169,746	\$166,213	102.1%	(\$3,533)
401-000-000-534-00-20-00	Benefits	\$3,394	\$51,774	\$55,520	93.3%	\$3,746
401-000-000-534-00-31-00	Operation & Maintenance	\$5,968	\$75,141	\$80,000	93.9%	\$4,859
401-000-000-534-00-31-01	Chemicals	\$747	\$35,763	\$30,000	119.2%	(\$5,763)
401-000-000-534-00-31-02	Monthly Excise Tax Pay	\$3,062	\$33,024	\$32,689	101.0%	(\$335)
401-000-000-534-00-31-03	Annual Meter Calibrations	\$0	\$2,258	\$2,300	98.2%	\$42
401-000-000-534-00-31-04	Doe Annual Permit Fee	\$0	\$4,850	\$4,100	118.3%	(\$750)
401-000-000-534-00-31-06	Office & Customer Service	\$72	\$72	\$0		(\$72)
401-000-000-534-00-32-00	Gasoline	\$331	\$8,780	\$9,000	97.6%	\$220
401-000-000-534-00-35-00	Small Tools & Equipment	\$0	\$101	\$1,000	10.1%	\$899
401-000-000-534-00-41-00	Professional Services	\$0	\$11,545	\$12,000	96.2%	\$455
401-000-000-534-00-42-00	Communications	\$526	\$3,985	\$3,120	127.7%	(\$865)
401-000-000-534-00-43-00	Travel/meals/lodging	\$33	\$566	\$600	94.3%	\$34
401-000-000-534-00-46-00	Insurance	\$1,474	\$17,568	\$20,782	84.5%	\$3,214
401-000-000-534-00-47-00	Electricity	\$2,239	\$29,316	\$31,104	94.3%	\$1,788
401-000-000-534-00-47-02	Sewer	\$0	\$377	\$0		(\$377)
401-000-000-534-00-47-03	Storm Drainage	\$0	\$541	\$540	100.1%	(\$1)
401-000-000-534-00-48-00	Vehicle Repairs And Maint.	\$0	\$489	\$1,500	32.6%	\$1,011
401-000-000-534-00-48-01	Water Line Replacement	\$5,188	\$22,802	\$18,000	126.7%	(\$4,802)
401-000-000-534-00-49-01	Safety Training	\$0	\$972	\$980	99.2%	\$8
Other Operating Expenditures						
401-000-000-534-90-34-00	Software Upgrade	\$0	\$3,200	\$2,133	150.0%	(\$1,067)
Total Water Utilities		\$36,760	\$472,870	\$471,581	100.3%	(\$1,289)
Total Other Operating Expenditures		\$0	\$3,200	\$2,133	150.0%	(\$1,067)
Total Utilities and Environment		\$36,760	\$472,870	\$471,581	100.3%	(\$1,289)
Nonexpenditures						
Redemption of Long Term Debt - Proprietary Funds						
401-000-000-582-34-72-00	Principal Pwtf - 94206	\$0	\$3,994	\$3,994	100.0%	\$0
Total Redemption of Long Term Debt - Proprietary		\$0	\$3,994	\$3,994	100.0%	\$0
Total Nonexpenditures		\$0	\$3,994	\$3,994	100.0%	\$0
Debt Service						
Interest And Other Debt Service Costs						
401-000-000-592-34-80-00	Interest Pwtf - 94206	\$0	\$240	\$240	99.8%	\$0
Total Interest And Other Debt Service Costs		\$0	\$240	\$240	99.8%	\$0

Account Number	Title	Portion	Fiscal	Fiscal	% of	Balance
Capital Expenditures						
401-000-000-594-00-62-00	Construction Project -Resvoir	\$0	\$0	\$1,832,140	0.0%	\$1,832,140
401-000-000-594-34-41-01	Engineering - Plant	\$14,470	\$32,455	\$0		(\$32,455)
401-000-000-594-34-41-02	Engineering - Distribution	\$18,896	\$77,277	\$0		(\$77,277)
401-000-000-594-62-34-00	Plant Improvements	\$0	\$0	\$7,200	0.0%	\$7,200
Equipment						
401-000-000-594-64-34-00	Vehicle Purchase	\$0	\$9,257	\$9,300	99.5%	\$44
401-000-000-594-64-34-01	Equipment	\$0	\$25,732	\$49,500	52.0%	\$23,768
Total Equipment		\$0	\$34,989	\$58,800	59.5%	\$23,811
Total Capital Expenditures		\$33,366	\$144,720	\$1,898,140	7.6%	\$1,753,420
401-000-000-596-00-64-00	Equipment	\$2,586	\$12,382	\$0		(\$12,382)
Transfer Out						
401-000-000-597-00-00-02	Transfer TO 001	\$0	\$12,500	\$12,500	100.0%	\$0
401-000-000-597-00-00-03	Transfer TO 403 Usda 91-01	\$0	\$4,354	\$4,355	100.0%	\$1
401-000-000-597-00-00-04	Transfer To403pwtf04-65104-013	\$0	\$0	\$19,490	0.0%	\$19,490
Total Transfer Out		\$0	\$16,854	\$36,345	46.4%	\$19,491
Total Expenditure		\$129,228	\$707,576	\$2,504,343	28.3%	\$1,796,767
Total Debt Service		\$35,952	\$174,195	\$1,934,725	9.0%	\$1,760,530
Expenditure Debt Service						
Redemption Of Long-Term Debt - Governmental						
401-000-150-591-34-79-02	Principal Pwtf - 04-65104-013	\$0	\$16,949	\$0		(\$16,949)
401-000-150-591-34-89-02	Interest Pwtf - 04-65104-013	\$0	\$2,373	\$0		(\$2,373)
Total Redemption Of Long-Term Debt - Governmental		\$0	\$19,321	\$0		(\$19,321)
Total Expenditure		\$0	\$19,321	\$0		(\$19,321)
Total Debt Service		\$0	\$19,321	\$0		(\$19,321)
Total Water		\$129,228	\$726,897	\$2,504,343	29.0%	\$1,777,446
Water & Sewer Bond Redemption						
Expenditure Nonexpenditures						
Redemption of Long Term Debt - Proprietary Funds						
403-000-000-582-34-70-01	Pwtf 97-791-007 Principal	\$0	\$13,118	\$13,118	100.0%	\$0
403-000-000-582-34-70-03	Pwtf 04-691 Principal	\$0	\$1,496	\$1,496	100.0%	(\$0)
403-000-000-582-34-70-04	Pwtf 05-691 Principal	\$0	\$5,673	\$20,260	28.0%	\$14,587
403-000-000-582-34-70-05	Pwtf 04-65104-013 Principal	\$0	\$0	\$16,949	0.0%	\$16,949
403-000-000-582-34-72-00	Usda 91-01 Principal	\$0	\$2,051	\$2,051	100.0%	\$0
403-000-000-582-35-72-00	Usda 92-07 Principal	\$0	\$2,228,728	\$2,221,714	100.3%	(\$7,014)
403-000-000-582-35-72-01	Srf 94-08 Principal Only	\$0	\$104,308	\$104,308	100.0%	\$0
403-000-000-582-35-72-02	Usda-Sbr #3 Principal	\$0	\$1,042,204	\$1,048,667	99.4%	\$6,463
403-000-000-582-35-72-04	Pwtf - 06-962-0017 Principal	\$0	\$12,559	\$11,898	105.6%	(\$661)
403-000-000-582-35-72-06	B of P - 2008 - Principal	\$0	\$13,051	\$13,102	99.6%	\$51
403-000-000-582-35-72-07	PWTF PR09-951-050	\$0	\$9,954	\$12,909	77.1%	\$2,955
Total Redemption of Long Term Debt - Proprietary		\$0	\$3,433,142	\$3,466,472	99.0%	\$33,330
Total Nonexpenditures		\$0	\$3,433,142	\$3,466,472	99.0%	\$33,330
Debt Service Interest And Other Debt Service Costs						
403-000-000-592-34-80-00	Usda 91-01 Interest	\$0	\$2,303	\$2,303	100.0%	\$0
403-000-000-592-34-80-01	Pwtf 97-791-007 Interest	\$0	\$2,361	\$2,362	100.0%	\$0
403-000-000-592-34-80-03	Pwtf 04-691 Interest	\$0	\$195	\$195	99.7%	\$0
403-000-000-592-34-80-04	Pwtf 05-691 Interest	\$0	\$20,260	\$5,673	357.1%	(\$14,587)
403-000-000-592-34-80-05	Pwtf 04-65104-013 Interest	\$0	\$0	\$2,372	0.0%	\$2,372
403-000-000-592-34-80-07	PWTF PR09-951-050	\$0	\$318	\$388	82.0%	\$70
403-000-000-592-35-80-00	Usda 92-07 Interest	\$0	\$91,584	\$98,598	92.9%	\$7,014
403-000-000-592-35-80-01	Usda-Sbr #3 - Interest	\$0	\$53,525	\$47,062	113.7%	(\$6,463)
403-000-000-592-35-80-04	Pwtf - 06-962-0017 Interest	\$0	\$942	\$1,785	52.8%	\$843
403-000-000-592-35-80-06	B of P - 2008 - Interest	\$0	\$16,596	\$16,546	100.3%	(\$50)
Total Interest And Other Debt Service Costs		\$0	\$188,084	\$177,284	106.1%	(\$10,801)
Total Debt Service		\$0	\$188,084	\$177,284	106.1%	(\$10,801)
Total Expenditure		\$0	\$3,621,226	\$3,643,756	99.4%	\$22,530
Total Water & Sewer Bond Redemption		\$0	\$3,621,226	\$3,643,756	99.4%	\$22,530
Water & Sewer Bond Reserve						
Expenditure						
404-000-000-508-00-00-00	End Net Cash & Investments	\$318,077	\$318,077	\$318,077	100.0%	\$0
Total Expenditure		\$318,077	\$318,077	\$318,077	100.0%	\$0
Total Water & Sewer Bond Reserve		\$318,077	\$318,077	\$318,077	100.0%	\$0
Stormwater						
Expenditure						
408-000-000-508-00-00-00	Ending Net Cash And Utilities and Environment	\$9,310	\$9,310	\$11,798	78.9%	\$2,488

Account Number	Title	Period	Fiscal	Budget	% of	Variance
408-000-000-531-00-10-00	Salaries & Wages	\$1,121	\$13,888	\$13,088	106.1%	(\$800)
408-000-000-531-00-20-00	Benefits	\$324	\$4,785	\$4,840	98.9%	\$55
408-000-000-531-00-31-01	Operations & Maintenance	\$1,168	\$5,690	\$2,334	243.8%	(\$3,356)
408-000-000-531-00-31-02	Excise Tax	\$97	\$1,247	\$1,600	77.9%	\$353
408-000-000-531-00-32-00	Gas/Oil Products	\$331	\$1,224	\$515	237.7%	(\$709)
408-000-000-531-00-35-00	Small Tools	\$0	\$92	\$750	12.3%	\$658
408-000-000-531-00-43-02	Training	\$0	\$0	\$67	0.0%	\$67
408-000-000-531-00-46-00	Insurance	\$52	\$556	\$765	72.7%	\$209
Total Utilities and Environment		\$3,094	\$27,483	\$23,959	114.7%	(\$3,524)
Debt Service						
Redemption Of Long-Term Debt - Governmental						
Element						
Sub-Element						
Unit						
Sub-Unit						
408-000-000-591-72-81-01	Strmwater -Principal #19900038	\$0	\$3,177	\$3,177	100.0%	\$0
408-000-000-591-72-81-02	Pw-04-691 Principal	\$0	\$1,496	\$1,496	100.0%	(\$0)
408-000-000-591-72-81-03	Pw-05-691-023 Principal	\$0	\$20,260	\$20,260	100.0%	(\$0)
Total Sub-Unit		\$0	\$24,934	\$24,933	100.0%	(\$1)
Sub-Unit						
408-000-000-591-72-83-01	Strmwater - Interest #19900038	\$0	\$1,542	\$1,542	100.0%	\$0
Total Sub-Unit		\$0	\$1,542	\$1,542	100.0%	\$0
Total Unit		\$0	\$26,476	\$26,475	100.0%	(\$1)
Total Sub-Element		\$0	\$26,476	\$26,475	100.0%	(\$1)
Total Element		\$0	\$26,476	\$26,475	100.0%	(\$1)
Element						
Sub-Element						
408-000-000-591-83-00-02	Pw-04-691 Interest	\$0	\$195	\$195	99.7%	\$0
408-000-000-591-83-00-03	Pw-05-691-023 Interest	\$0	\$5,673	\$5,673	100.0%	\$0
Total Sub-Element		\$0	\$5,867	\$5,868	100.0%	\$1
Total Element		\$0	\$5,867	\$5,868	100.0%	\$1
Total Redemption Of Long-Term Debt - Governmental		\$0	\$32,343	\$32,343	100.0%	(\$0)
Capital Expenditures						
408-000-000-594-00-64-00	Drainage Construction	\$542	\$542	\$3,000	18.1%	\$2,458
Total Capital Expenditures		\$542	\$542	\$3,000	18.1%	\$2,458
Transfer Out						
408-000-000-597-00-00-03	Transfer TO 001-Bldg. Rental	\$0	\$5,000	\$5,000	100.0%	\$0
Total Transfer Out		\$0	\$5,000	\$5,000	100.0%	\$0
Total Expenditure		\$12,947	\$74,678	\$76,100	98.1%	\$1,422
Total Debt Service		\$542	\$37,885	\$40,343	93.9%	\$2,458
Total Stormwater		\$12,947	\$74,678	\$76,100	98.1%	\$1,422

Sewer						
Expenditure						
409-000-000-508-00-00-00	End Net Cash & Investments	\$105,706	\$105,706	\$121,164	87.2%	\$15,458
Utilities and Environment						
Sewer Utilities						
409-000-000-535-00-10-00	Salaries And Wages	\$10,390	\$127,154	\$128,262	99.1%	\$1,108
409-000-000-535-00-20-00	Employee Benefits	\$2,935	\$43,647	\$45,703	95.5%	\$2,056
409-000-000-535-00-31-01	Operations And Maintenance	\$5,416	\$58,238	\$56,700	102.7%	(\$1,538)
409-000-000-535-00-31-02	Chemicals	\$1,465	\$10,124	\$11,000	92.0%	\$876
409-000-000-535-00-31-03	Excise Tax	\$1,419	\$17,832	\$16,522	107.9%	(\$1,310)
409-000-000-535-00-31-04	Annual Meter Calibrations	\$0	\$3,979	\$4,000	99.5%	\$21
409-000-000-535-00-31-05	Doe Annual Permit	\$0	\$4,049	\$4,100	98.7%	\$51
409-000-000-535-00-31-06	Screen Panels And Brushes	\$0	\$490	\$1,500	32.7%	\$1,010
409-000-000-535-00-32-00	Gas/oil Products	\$857	\$5,386	\$6,800	79.2%	\$1,414
409-000-000-535-00-35-00	Small Tools	\$92	\$1,135	\$2,500	45.4%	\$1,365
409-000-000-535-00-41-00	Attorney Fees	\$0	\$17,564	\$22,000	79.8%	\$4,436
409-000-000-535-00-42-00	Communications	\$375	\$4,407	\$5,250	83.9%	\$843
409-000-000-535-00-43-01	Travel/meals & Lodging	\$33	\$805	\$1,000	80.5%	\$195
409-000-000-535-00-43-02	Training	\$0	\$559	\$600	93.2%	\$41
409-000-000-535-00-45-00	Spray Sludge Disposal Site	\$1,333	\$24,877	\$24,500	101.5%	(\$377)
409-000-000-535-00-46-00	Insurance	\$1,089	\$12,934	\$15,357	84.2%	\$2,423
409-000-000-535-00-47-01	Electricity	\$5,561	\$58,569	\$60,000	97.6%	\$1,431
409-000-000-535-00-47-02	Water	\$680	\$4,521	\$4,500	100.5%	(\$21)
409-000-000-535-00-47-03	Sewer	\$190	\$1,140	\$1,200	95.0%	\$60
409-000-000-535-00-47-04	Garbage Services	\$280	\$3,370	\$3,500	96.3%	\$130
409-000-000-535-00-47-05	Storm Drainage	\$57	\$432	\$584	74.1%	\$152
409-000-000-535-00-48-01	Repairs And Maintenance	\$1,833	\$3,668	\$2,500	146.7%	(\$1,168)
409-000-000-535-00-48-02	Annual Pipe Clean/tv Inspect	\$0	\$5,015	\$5,000	100.3%	(\$15)
409-000-000-535-00-48-03	Miscellaneous	\$0	\$0	\$1,500	0.0%	\$1,500
Total Sewer Utilities		\$34,005	\$409,895	\$424,578	96.5%	\$14,683
Other Utilities and Business-Type Activities						

Account Number	Title	Period	Fiscal	Budget	% of	Balance
409-000-000-538-00-10-00	Salaries And Waqes	\$0	\$0	\$0		\$0
409-000-000-538-00-31-00	Operation & Maintenance	(\$231)	\$0	\$0		\$0
409-000-000-538-00-35-00	Small Tools & Equipment	(\$92)	\$0	\$0		\$0
409-000-000-538-00-48-03	Spray Sludge Disposal Site	\$0	\$0	\$0		\$0
409-000-000-538-00-64-00	Machinery & Equipment	(\$5,545)	\$0	\$0		\$0
Total Other Utilities and Business-Type Activites		(\$5,868)	\$0	\$0		\$0
Total Utilities and Environment		\$28,137	\$409,895	\$424,578	96.5%	\$14,683
Nonexpenditures						
Interfund Loan Disbursements						
409-000-000-581-20-00-00	Interfund Loan Repmt TO 404	\$0	\$7,500	\$7,500	100.0%	\$0
Total Interfund Loan Disbursements		\$0	\$7,500	\$7,500	100.0%	\$0
Total Nonexpenditures		\$0	\$7,500	\$7,500	100.0%	\$0
Debt Service						
Capital Expenditures						
409-000-000-594-63-35-00	Sewer Line Replace/repair	\$0	\$2,059	\$2,100	98.0%	\$41
409-000-000-594-63-35-02	Engineering - Collection System	\$5,234	\$5,990	\$1,000	599.0%	(\$4,990)
Equipment						
409-000-000-594-64-35-00	Software Upgrade	\$0	\$3,200	\$2,133	150.0%	(\$1,067)
409-000-000-594-64-35-01	Machinery & Equipment	\$25,786	\$61,121	\$40,880	149.5%	(\$20,241)
409-000-000-594-64-35-02	Vehicle Purchase -Grit Trlr	\$6,878	\$6,878	\$6,900	99.7%	\$22
409-000-000-594-64-35-03	Pump	\$2,107	\$28,609	\$29,000	98.7%	\$391
409-000-000-594-64-35-04	Add'l Machinery & Equipment	\$0	\$15,542	\$16,200	95.9%	\$658
409-000-000-594-64-35-05	Contingency	\$1,916	\$123,976	\$146,000	84.9%	\$22,024
Total Equipment		\$36,688	\$239,326	\$241,113	99.3%	\$1,787
Total Capital Expenditures		\$41,923	\$247,374	\$244,213	101.3%	(\$3,161)
Transfer Out						
409-000-000-597-00-00-02	Transfer TO 001-Bldg. Rental	\$0	\$12,500	\$12,500	100.0%	\$0
409-000-000-597-00-00-03	Wwtp - TO 403 Usda Redemption	\$0	\$3,354,673	\$2,320,312	144.6%	(\$1,034,361)
409-000-000-597-00-00-04	Wwtp - TO 403 Srf Redemption	\$0	\$104,308	\$104,308	100.0%	\$0
409-000-000-597-00-00-05	Wwtp - TO 403 Pwtf Redemption	\$0	\$25,752	\$15,480	166.4%	(\$10,272)
409-000-000-597-00-00-07	TO 403-Wwtp Usda 2004	\$0	\$61,368	\$1,101,836	5.6%	\$1,040,468
409-000-000-597-00-00-08	TO 404 Wwtp Usda 2004 Bond	\$0	\$6,137	\$6,137	100.0%	\$0
409-000-000-597-00-00-10	TO 403 Wwtp Pwtf 06-962-017	\$0	\$13,501	\$13,683	98.7%	\$182
409-000-000-597-00-00-11	TO 403 Wwtp Pwtf Red05-691-	\$0	\$25,933	\$25,933	100.0%	(\$0)
409-000-000-597-00-00-12	TO 403 Wwtp Pwtf Red04-691-	\$0	\$1,691	\$1,690	100.0%	(\$1)
409-000-000-597-00-00-13	WWTP to 403 PWTF PR09-951-	\$0	\$0	\$13,297	0.0%	\$13,297
409-000-000-597-00-00-14	TO 404 Wwtp B of P Reserve	\$0	\$2,965	\$2,965	100.0%	\$0
409-000-000-597-00-00-15	TO 403 Wwtp-B of P 2008	\$0	\$29,647	\$29,648	100.0%	\$1
Total Transfer Out		\$0	\$3,638,474	\$3,647,789	99.7%	\$9,315
Total Expenditure		\$175,766	\$4,408,950	\$4,445,244	99.2%	\$36,294
Total Debt Service		\$41,923	\$3,885,849	\$3,892,002	99.8%	\$6,153
Total Sewer		\$175,766	\$4,408,950	\$4,445,244	99.2%	\$36,294
Grand Totals		\$1,100,049	\$10,873,477	\$13,008,323	83.6%	\$2,134,846



1/24/2013

90+ Days: Liens
 60+ Days: Pending Liens
 30+ Days: Delinquent
 30+ Days: WA State Parks
 Bad Debt (uncollectable)*
TOTAL

Collections	
Total	
\$	17,653.41
\$	-
\$	4,613.94
\$	8,063.76
\$	319.30
\$	30,650.41

* Owner died and property sold.

TOTAL INSTALLATIONS
 Manual Read
 Radio Read
 Flat
TOTAL

Residential	Commercial	Total	%
11	80	91	13%
522	45	567	83%
10	15	25	4%
543	140	683	100%
NOTE: Remaining residential are 1" meters			

Produced
 Sold
 Minus accounted for water use*
 Equals Lost Water
 Lost %

Lost Water	
December	
	1098195
	422625
	72205
	603365
	55%
	Cubic Feet
	52152
	20053
	0

*Accounted for water use
 Backwash/Filter to Wastewater
 Filter to wastewater
 Flushing

Jon Ducharme
P.O. Box 454, Ilwaco, WA 98624
513 Second Ave. S, Ilwaco, WA 98624
jonducharme@hotmail.com

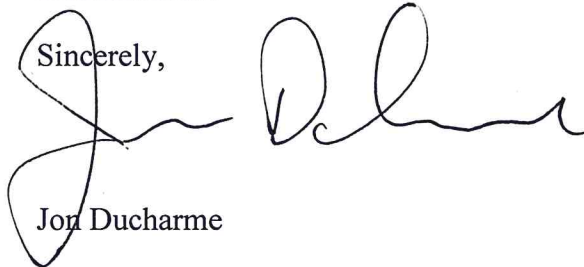
January 17, 2013

Mayor/ City Councilmembers
City of Ilwaco WA
PO Box 548, Ilwaco WA 98624
120 First Av N, Ilwaco, WA 98624

To the Council,

I'm a fairly new property owner and resident in Ilwaco and it has come to my attention that Ilwaco's Park's & Recreation advisory board currently has a vacancy [or two]. Please consider this an application for appointment to this board. I believe I would bring valuable interests and experience to this developing community asset. Thank you for your consideration.

Sincerely,



Jon Ducharme

RECEIVED JAN 18 2013



**CITY OF ILWACO
CITY COUNCIL AGENDA ITEM BRIEFING**

A. Meeting Dates: Council Workshop: Public Hearing:
 Council Discussion Item: 1/14/13 Council Business Item: 1/28/13

B. Issue/Topic: **Franchise Agreement with LS Networks**

C. Sponsor(s):

1. Gary Forner
- 2.

D. Background (overview of why issue is before council):

1. LightSpeed Networks (LS Networks) has proposed to provide telecommunication services within the city limits, and has requested a telecommunications franchise from the city related to telecommunications located in the public rights-of-way within the city.

E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details)

1. LS Networks, an Oregon corporation, has requested franchise agreements throughout Washington, including Long Beach, to expand their fiber optics network.

F. Impacts:

1. Fiscal: Utility taxes, \$500 administrative fee and reimbursement of attorney's fees.
2. Legal: Reviewed and approved by Heather Reynolds.
3. Personnel: n/a
4. Service/Delivery: n/a

G. Planning Commission: ☐ Recommended ☒ N/A ☐ Public Hearing on

H. Staff Comments:

- 1.

I. Time Constraints/Due Dates:

J. Proposed Motion: **I move to adopt the proposed ordinance granting to LightSpeed Networks, Inc., DBA LS Networks, a franchise contract to construct, operate and maintain a telecommunications network within the City of Ilwaco, Washington.**

**CITY OF ILWACO
ORDINANCE NO. XXX**

AN ORDINANCE OF THE CITY OF ILWACO, WASHINGTON, GRANTING TO LIGHTSPEED NETWORKS, INC., DBA "LS NETWORKS," AN OREGON CORPORATION, A FRANCHISE TO CONSTRUCT, OPERATE AND MAINTAIN A TELECOMMUNICATIONS NETWORK WITHIN THE CITY OF ILWACO, WASHINGTON.

WHEREAS, LightSpeed Networks, Inc., dba LS Networks, an Oregon Corporation (hereinafter "Franchisee") has proposed to provide telecommunications services within the city limits of Ilwaco, Washington, and has requested a telecommunications franchise (hereinafter "Franchise") from the City of Ilwaco, a municipal corporation organized under the laws of the State of Washington (hereinafter "City"), relating to telecommunications located in the public rights-of-way within the city; and

WHEREAS, RCW 35A.11.020 grants the City broad authority to regulate the use of the public right-of-way; and

WHEREAS, the City has reviewed said request and has determined that it is in the best interest of the City to grant a non-exclusive Franchise to Franchisee, subject to the terms and conditions stated herein.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ILWACO, WASHINGTON, DOES ORDAIN AS FOLLOWS:

A Franchise is hereby granted to Franchisee to operate and maintain a telecommunication system within the city limits of Ilwaco, Washington, subject to terms and conditions set forth following:

Section 1. Definitions.

"Gross revenues" means any and all revenue of any kind, nature or form, without deduction for expense, in the city, as is further defined in Section 12. All such revenue remains subject to applicable FCC rules and regulations, which exclude revenues from internet access services while prohibited by law.

"Rights-of-way" means the present and future streets, viaducts, elevated roadways, alleys, public highways and avenues in the city, including rights-of-way held in fee, or by virtue of an easement or dedication.

"Telecommunications" means the transmission between and among points specified by the user of information of the user's choosing, without change in the form or content of the information as sent and received.

“Telecommunications network” means the infrastructure owned by Franchisee utilizing one or more facilities located within the City's rights-of-way, including but not limited to, lines, poles, anchors, wires, cables, conduit, laterals and other appurtenances necessary and convenient to the provision of access to the internet and telecommunications service.

“Telecommunications service” means the offering of telecommunications for a fee directly to the public, or to such classes of users as to be effectively available directly to the public, regardless of the facilities’ uses

Section 2. Grant of Franchise.

A. The City hereby grants to Franchisee, its successors and assigns as authorized herein, a nonexclusive right, privilege, authority and Franchise to erect, construct, operate, repair and maintain in, under, upon, along, across and over the City's rights-of-way, its lines, poles, anchors, wires, cables, conduits, laterals and other necessary and convenient fixtures and equipment, for the purposes of constructing, operating and maintaining a competitive telecommunications network within the city.

B. All of Franchisee’s rates and charges shall be nondiscriminatory as to all persons and organizations of similar classes, under similar circumstances and conditions. Franchisee shall apply its rates in accordance with governing law, with similar rates and charges for all customers receiving similar service, without regard to race, color, familial, ethnic or national origin, religion, age, sex, sexual orientation, marital, military or economic status, or physical or mental disability, or geographic location in the service area.

Section 3. Franchise not exclusive.

The Franchise granted herein is not exclusive, and shall not be construed as any limitation upon the right of the City to grant to other persons or corporations, including itself, rights, privileges or authority the same as, similar to or different from the rights, privileges or authority herein set forth, in the same or other rights-of-way, by franchise, permit or otherwise; provided, however, that any such grant shall be done in a competitively neutral and non-discriminatory manner with respect to the rights, privileges and authorities afforded Franchisee.

Section 4. Effective date.

This ordinance and Franchise shall be effective from date of approval, passage and publication as required by law.

Section 5. Term and termination.

The term of this Franchise shall be ten (10) years, commencing with the effective date of this Ordinance. Thereafter, this Franchise shall continue in full force and effect for an additional ten (10) years unless notice is given by either party at least ninety (90) days before expiration, of its intention to terminate or renegotiate the Franchise. Upon termination or expiration of the Franchise, Franchisee shall, within one hundred and eighty (180) days, remove all its facilities from the City's rights-of-way. Should the Franchisee fail to remove its

facilities within the one hundred and eighty (180) day period, the City may remove such facilities, with all costs of such removal to be paid or reimbursed by Franchisee.

Section 6. No limitation of City authority.

A. Except as provided in Section 7 following, nothing in this Franchise Agreement shall in any way be construed or interpreted to prevent, or in any way limit, the City from modifying or performing any work in its rights-of-way, or granting other franchises use of rights-of-way, or of adopting general ordinances regulating use of or activities in the rights-of-way, or of otherwise abrogating or limiting any rights, privileges or property interest the City now has in its rights-of-way, whether now owned or hereinafter acquired.

B. In the event that any portion of the Franchisee's infrastructure interferes with any present or future use the City desires to make of its rights-of-way, Franchisee shall, upon request and at its sole expense, promptly relocate such infrastructure and restore the area where such relocation occurs to as good a condition as existed before the work was undertaken, unless otherwise directed by the City.

C. In the event that Franchisee has paid for the relocation costs of the same facilities at the request of the City within any five-year (5) period, the cost of relocation shall be shared equally between the Franchisee and City in the event that the City requests a relocation.

D. Except as otherwise provided by law, and subject to Section 7 herein, nothing in this Franchise Agreement shall be construed to give the Franchisee any credit or exemption from any nondiscriminatory, generally applicable business tax, or other tax now or hereafter levied upon Franchisee's taxable real or personal property, or against any permit fees or inspection fees required as a condition of construction of any improvements upon Franchisee's real property and imposed under a generally applicable ordinance or resolution.

Section 7. Competitively neutral application.

The City shall impose on a competitively neutral and nondiscriminatory basis similar terms and conditions as provided under this Franchise upon other similarly situated providers of telecommunications services operating within the City. Any requirement imposed on Franchisee that is determined not in compliance with this section shall be unenforceable against Franchisee.

Section 8. Construction, maintenance and repair of infrastructure.

A. In order to minimize the burden on the City's rights-of-way, Franchisee shall install its telecommunications network using suitable, existing, above ground utility facilities (including telephone, energy transmission or other utility poles or similar facilities), subject to such facilities being available for use by Franchisee on reasonable terms and conditions, including, without limitation, reasonable terms as to price, timing and access; provided, however, that at such time as those facilities are required to be placed underground by the City or are placed underground, Franchisee shall likewise place its

telecommunications network underground without additional cost to the City or to individual subscribers so served within the City, subject to Section 6C. During the progress of the contract, Franchisee shall not unnecessarily obstruct the proper use of the public way. If Franchisee cannot install its network upon existing, above ground facilities on such reasonable terms and conditions as provided previously, Franchisee may make all needful excavations in any right-of-way for the purpose of placing, erecting, laying, maintaining or repairing Franchisee's infrastructure, and shall repair, renew and replace the same as reasonably possible to the condition that existed prior to such excavation to the City's satisfaction. If Franchisee fails to restore the right-of-way to required standards, City may, after providing 60-day notice to Franchisee, cause the work to be done at Franchisee's expense.

Franchisee shall obtain all necessary permits for such excavation and construction, and pay all applicable fees. Such work shall be done only in accordance with plans or designs submitted to, and approved by, the City, such plans to be evaluated by the standards applied to the construction of other similar telecommunications systems in the City. Such work shall be performed in a good and workmanlike manner and in compliance with all rules, regulations or ordinances that may, during the term of this Franchise, be adopted from time-to-time by the City or any other authority having jurisdiction over rights-of-way. Prior to commencing excavation or construction, Franchisee shall give appropriate notice to other franchisees, licensees or permittees of the City owning or maintaining facilities that may be affected by the proposed excavation or construction.

B. In the event emergency repairs are necessary for Franchisee's facilities, Franchisee may immediately initiate such emergency repairs. Franchisee shall give notice to the City's Department of Public Works by telephone, electronic data transmittal, or other appropriate means as soon as is practicable after commencement of work performed under emergency conditions. Franchisee shall make such repairs in compliance with applicable ordinances and regulations, and shall apply for any necessary permits no later than the next business day following the discovery of the need for such repairs.

C. Franchisee shall construct and maintain its telecommunications system in such a manner so as to not interfere with City sewer or water systems, or other City facilities.

D. If Franchisee uses the poles or property of any third party, it shall do so only pursuant to a written agreement with that party.

Section 9. Insurance.

A. At all times during the term of this Franchise, Franchisee, at its own cost and expense, shall maintain the insurance specified in this section. Such insurance shall be from providers authorized to conduct business in the state of Washington and reasonably acceptable to the City. The limits of liability insurance required by this Section shall not, however, limit the liability of the Franchisee hereunder.

B. Within 30 days of the effective date of this Franchise, Franchisee shall provide the City with a Certificate of Insurance, executed by an authorized representative of the insurer or insurers, evidencing that Franchisee's insurance complies with this section.

C. Policies shall include a provision requiring written notice by the insurer or insurers to the City stating should any of the previously described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions. If insurance coverage is canceled, reduced or materially changed, Franchisee shall, prior to the effective date of such cancellation, reduction or material change, obtain the coverage required under this section, and provide the City with documentation of such coverage. Franchisee shall be responsible, to the extent not caused by the City's negligence or intentional misconduct, for the costs of any damage, liability or injury, which are not otherwise covered by insurance or because of a failure to comply with this section.

D. During the term of this contract, Franchisee or Franchisee's contractors or sub-contractors, in the event that Franchisee uses contractors or sub-contracts, to perform the work specified herein, shall maintain in force, at its own expense the following insurance:

1. Workers' compensation insurance for all subject workers; and
2. General liability insurance with a combined single limit, or the equivalent, of not less than \$1,000,000 for each person, and \$1,000,000, for each occurrence of bodily injury and \$1,000,000 for property damage, which coverages shall include contractual liability coverage for the indemnity provided under this contract, and naming the City, its officials, officers, employees and agents as additional insureds with respect to Franchisee's activities pursuant to this Franchise.

Franchisee shall maintain umbrella liability insurance coverage in an occurrence form, over underlying commercial liability and automobile liability. On or before the date Franchise is fully executed by parties, Franchisee shall provide the City with a certificate of insurance as proof of umbrella coverage with a minimum liability limit of \$5,000,000. The insurance shall be with an insurance company or companies rate A-VII or higher in Best's Guide and authorized to conduct business in the State of Washington.

Section 10. Assignability/transferability.

A. This Franchise shall not be sold, leased, assigned or otherwise transferred, nor shall any of the rights or privileges herein granted or authorized be leased, assigned, mortgaged, sold or transferred, either in whole or in part, nor shall title hereto, either legal or equitable, or any right, interest or property herein, pass to or vest in any person, except the Franchisee, either by act of the Franchisee or by operation of law, without the written consent of the City. If the Franchisee wishes to transfer this Franchise, the Franchisee shall give City written notice of the proposed transfer, and shall request consent of the transfer by the City.

B. Any transfer of ownership affected without the written consent of the City shall render this Franchise subject to revocation. The City shall have 90 days to act upon any request for approval of a transfer. If the City fails to render a final decision on the request within said 90 days, the request shall be deemed granted unless the Franchisee and the City agree to an extension of time.

C. The Franchisee, upon any transfer, shall within 30 days thereafter file with the City a certified statement evidencing the transfer and an acknowledgment of the transferee that it agrees to be bound by the terms and conditions contained in this Franchise.

D. The requirements of this section shall not be deemed to prohibit the use of the Franchisee's property as collateral for security in financing the construction or acquisition of all or part of a telecommunications network of the Franchisee or any affiliate of the Franchisee. However, the telecommunications network franchised hereunder, including portions thereof used as collateral, shall at all times continue to be subject to the provisions of this Franchise.

E. The requirements of this section shall not be deemed to prohibit sale of tangible assets of the Franchisee in the ordinary conduct of the Franchisee's business without the consent of the City. The requirements of this section shall not be deemed to prohibit, without the consent of the City, a transfer to a transferee whose primary business is telecommunications system operation and having a majority of its beneficial ownership held by the Franchisee, a parent of the Franchisee, or an affiliate, a majority of whose beneficial ownership is held by a parent of the Franchisee.

Section 11. Indemnification: waiver; no representations.

Franchisee shall indemnify, defend and hold harmless the City, its elected officials, officials, agents, officers and employees for any losses, claims, damages, awards, penalties or injuries arising from the performance or non-performance, by reason of any intentional or negligent act, occurrence or omission of Franchisee, whether singularly or jointly with others, its representatives, permittees, employees, contractors or subcontractors, whether or not such acts or omissions were authorized or contemplated by this Franchise or applicable law. Nothing herein shall be deemed to prevent the parties indemnified and held harmless herein from participating in the defense of any litigation by their own counsel at such parties' expense. Such participation shall not under any circumstances relieve Franchisee from its duty of defense against liability or of paying any judgment entered against such party.

Franchisee's indemnities set forth in this section are specifically and expressly intended to constitute a waiver by the Franchisee of its immunity, if any, under Washington's Industrial Insurance Act, RCW Title 51, et seq., to the extent necessary to provide the City with a full and complete indemnity from claims made by Franchisee and/or its employees, agents, contractors and invitees to the full extent of its negligence. Franchisee shall promptly notify the City of any casualties or accidents that may give rise to Franchisee's indemnity obligation set forth above.

Section 12. Compensation.

A. Pursuant to RCW 35.21.860, the City is precluded from imposing franchise fees upon a telephone business, as defined in RCW 82.16.010, or a service provider, for use of the right-of-way, as defined in RCW 35.99.010. The City hereby reserves its right to impose a fee on the Franchisee, to the extent authorized by law, for purposes other than to recover its administrative expenses, if statutory prohibitions on the imposition of

such fees are removed or if the Franchisee adds or modifies its services such that the above prohibition against franchise fees no longer apply.

B. In accordance with RCW 35.21.870 and Ilwaco Municipal Code Chapter 3.19, Franchisee shall pay to the City during the term of this Franchise an amount equal to six percent (6%) of the Franchisee's gross revenues ("utility tax"). Franchisee hereby stipulates that all of its business activities in the city are subject to the 6% tax rate imposed by Ilwaco Municipal Code Chapter 3.19 and governed by RCW 35.21.870. Any net uncollectibles, bad debts or other accrued amounts deducted from gross revenues shall be included in gross receipts at such time as they are actually collected. Revenue from point-to-point services is based on the pro-rata share of the revenue from those services. Notwithstanding the above, in the event that the rate at which the Franchisee may be taxed is increased in accordance with RCW 35.21.870, Franchisee shall pay to the City such increased tax rate upon the effective date of such increase and throughout the term of this Franchise.

C. Upon thirty days notice and in the event any law or valid rule or regulation applicable to this Franchise limits the utility tax below the amount provided herein, or as subsequently modified, the Franchisee agrees to and shall pay the maximum permissible amount and, if such law or valid rule or regulation is later repealed or amended to allow a higher permissible amount, then Franchisee shall pay the higher amount commencing from the date of such repeal or amendment, up to the maximum allowable by law.

D. Payments due under this provision shall be due and payable in quarterly installments. Remittance shall be made on or before the thirtieth (30) day of the month next succeeding the end of the quarterly period for which the tax accrued that is January 30, April 30, July 30 and October 30 of each year, per Chapter 3.19.070. Not later than the date of each payment, the Franchisee shall file with the City a written statement, in a form satisfactory to the City and signed under penalty of perjury by an officer of the Franchisee, identifying in detail the amount of gross revenue received by the Franchisee, the computation basis and method, for the quarter for which payment is made.

E. Pursuant to RCW 35.21.860, Franchisee has paid a one-time administrative fee of \$500 for reimbursement of costs associated with the preparation, processing and approval of this Franchise Agreement, including posting and publication costs, wages, benefits, overhead expenses, meetings, attorney's fees, negotiations and other functions related to the approval. The administrative fee excludes normal permit fees required for work in the right-of-way.

F. Nothing in this Franchise shall limit the City's right of taxation as authorized by law.

G. In the event that a Franchise fee payment or other sum is not received by the City on or before the due date, or is underpaid, Franchisee shall pay, in addition to the payment or sum due, interest from the due date at a rate equal to the highest rate permissible under the laws of the State of Washington.

H. Franchisee shall provide, at an incremental cost, additional ducts or conduits and

any related structures necessary to access the conduit to all City facilities, including but not limited to, City Hall, fire station, community building, public works shop, water plant and wastewater plant. The additional duct or conduit space shall not be used by the city to provide telecommunications or cable television service for hire, sale or resale to the general public.

Section 13. Extension of city limits.

Upon the annexation of any territory to the City, the rights granted herein shall extend to the annexed territory to the extent the City has such authority. All Facilities owned, maintained or operated by Franchisee located within any public rights-of-ways of the annexed territory shall be subject to all of the terms of this Ordinance.

Section 14. Right to inspect records.

In order to manage the Franchisee's use of rights-of-way pursuant to this Franchise, and to determine and verify the amount of compensation due to the City under this Franchise, the Franchisee shall provide, upon request, the following information in such form as may be reasonably required by the City: maps of the Franchisee's telecommunications system; the amount collected by the Franchisee from users of telecommunications service provided by Franchisee via its telecommunications network; the character and extent of the telecommunications service rendered therefore to them; and any other related financial information required for the exercise of any other lawful right of Franchisee under this Franchise. The City agrees that such information is confidential and that the City will use such information only for the purpose of managing its rights-of-way, determining compliance with the terms of this Franchise, and verifying the adequacy of Franchisee's fee payments. The City further agrees to protect such information from disclosure to third parties to the maximum extent allowed by Washington law.

Section 15. Right to perform Franchise fee audit or review; default.

In addition to all rights granted under Section 14, the City shall have the right to have performed a formal audit or a professional review of the Franchisee's books and records by an independent private auditor, for the sole purpose of determining the gross receipts of the Franchisee generated through the provision of telecommunication services under this Franchise and the accuracy of amounts paid as Franchise fees to the City by the Franchisee; provided, however, that any audit or review must be commenced not later than three (3) years after the date on which Franchise fees for any period being audited or reviewed were due. The cost of any such audit or review shall be borne by the City. The City agrees to protect from disclosure to third parties, to the maximum extent allowed by state law, any information obtained as a result of its rights pursuant to this section, or any compilation or other derivative works created using information obtained pursuant to the exercise of its rights.

Section 16. Enforcement.

This Franchise may be revoked by the City by ordinance in the event the Franchisee fails, after notice or demand, to comply with any of the terms, conditions or obligations imposed upon the Franchisee hereunder, but the City shall have no obligation to do so. No forbearance by the City of any term or condition of this Franchisee in any instance or at any time shall ever comprise a waiver or estoppels of the City's right to enforce said term or condition.

Section 17: Right to inspect construction.

The City or its representatives shall have the right to inspect all construction or installation work performed pursuant to this Franchise, and to make such tests as it shall find necessary to ensure compliance with the terms of this Franchise and other pertinent provisions of law relating to management of the City's rights-of-way.

Section 18: Law and Venue.

This Franchise shall be governed by and construed in accordance with the laws of the State of Washington. Venue for any proceeding brought to enforce any term or condition of this Franchise shall be in Pacific County Superior Court; provided, however, that should any proceeding be brought in a federal forum, such proceeding shall be brought in the U.S. District Court for the Western District of Washington. In any action or suit to enforce any right or remedy under this Franchise, the prevailing party shall be entitled to recover its costs, including without limitation attorney's fees.

Section 19: Limitation of liability.

The City and the Franchisee agree that neither shall be liable to the other for any indirect, special or consequential damages, or any lost profits, arising out of any provision or requirement contained herein, or, in the event this Franchise, or any part hereof, is determined or declared to be invalid.

Section 20: Compliance with applicable laws.

Franchisee shall comply with all applicable federal, state and local laws, ordinances and regulations, whether now in existence or hereinafter enacted. Nothing contained in this Franchise shall be construed as authorizing the Franchisee, its officers, employees or agents, to violate any federal, state or local law, whether now in existence or hereinafter enacted, including, by way of illustration but not of limitation, any provision of Washington anti-trust law, RCW 19.86.010-19.86.120. Nothing contained in this section shall be construed as requiring Franchisee to comply with any federal, state or local law that is repealed or otherwise rendered unenforceable subsequent to the adoption of this Franchise.

Section 21: Notice.

Any notice provided for under this Franchise shall be sufficient if in writing and (1) delivered personally to the other party or deposited in the U.S. Mail, postage pre-

paid, certified mail, return receipt requested; (2) sent overnight by commercial air courier; or (3) sent by facsimile transmission, provided receipt of such facsimile is confirmed, in writing, on the first business day following the date of transmission. Notice shall be sent to the following address or such other address as each party may specify in writing:

City Clerk
City of Ilwaco
PO Box 548
Ilwaco, Washington 98624
Phone: (360) 642-3145
Facsimile: (360) 642-3155

Contracts Administration
LS Networks
921 SW Washington St, STE 370
Portland, OR 97205
Phone: (503) 294-5300
Facsimile: (503) 227-8585

Notice shall be deemed effective upon the earliest date of actual delivery; three business days after deposit in the U.S. mail as provided herein; one business day after shipment by commercial air courier; or the same day as transmitted by facsimile, provided transmission of such facsimile is confirmed in writing as provided herein.

Section 22. Captions.

The captions to sections of this Franchise are intended solely to facilitate reading and reference of the sections and provisions contained herein, and shall not affect the meaning or interpretation of any section or provision of this Franchise.

Section 23. Severability.

If any part of this Franchise becomes or is held to be invalid for any reason, the determination will affect only the invalid portion of this Franchise. In all other respects this Franchise will stand and remain in full force and effect as if the invalid provision had not been part of this Franchise.

Section 24. Waiver.

The City is vested with the power and authority to reasonably regulate and manage its rights-of-way in a competitively neutral and non-discriminatory manner, and in the public interest. Franchisee shall not be relieved of its obligations to comply with any provision of this Franchise by reason of the failure of the City to enforce prompt compliance, nor does the City waive or limit any of its rights under this Franchise by reason of such failure or neglect.

No provision of this Franchise will be deemed waived unless such waiver is in writing and signed by the party waiving its rights. However, if Franchisee gives written notice of a failure or inability to cure or comply with a provision of this Franchise, and the City fails to object within a reasonable time after receipt of such notice, such provision shall be deemed waived.

Section 25. Severability.

If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

Section 26. Referendum and effective date.

This Ordinance, being an exercise of a power specifically delegated to the city legislative body, is not subject to referendum, and shall take effect and is in full force five (5) days after its passage, approval and publication of an approved summary of the title as provided by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED IN
AUTHENTICATION OF ITS PASSAGE THIS _____ DAY OF _____, 2013.**

Mike Cassinelli, Mayor

ATTEST:

PJ Kezele, Deputy City Clerk

ACCEPTED: _____ (date)

Michael Weidman, President and CEO
LightSpeed Networks, Inc.

VOTE	Jensen	Mulinix	Marshall	Chambreau	Forner	Cassinelli
Ayes						
Nays						
Abstentions						
Absent						

PUBLISHED: Month date, Year

EFFECTIVE: Month date, Year

CITY OF ILWACO
CITY COUNCIL AGENDA ITEM BRIEFING

- A. Meeting Dates: Council Workshop: Public Hearing:
 Council Discussion Item: 1/14/13 Council Business Item: 1/28/13
- B. Issue/Topic: **Renewing Department of Natural Resources Interagency Agreement**
- C. Sponsor(s):
 1. Mike Cassinelli 2.
- D. Background (overview of why issue is before council):
 1. In 2012, a contract was executed with Department of Natural Resources for the use of offender crews from Naselle Youth Camp under the supervision of DNR. The contract expired December 31, 2012. Public Works has requested the contract be renewed for 2013.
- E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details)
 1. The crews continue to do a good job on Black Lake trail and Discovery Trail, but this is an ongoing effort. In addition, the crew has been clearing water/sewer easements and could do other maintenance work related to stormwater facilities.
- F. Impacts:
 1. Fiscal: \$3,500.00
 2. Legal:
 3. Personnel:
 4. Service/Delivery:
- G. Planning Commission: ☐ Recommended ☐ N/A ☐ Public Hearing on
- H. Staff Comments:
 1. Public Works Supervisor Dave McKee has requested the contract be renewed to continue the work that was started in 2012.
- I. Time Constraints/Due Dates: Current contract expired 12/31/12.
- J. Proposed Motion: **I move to authorize the mayor to execute the proposed Interagency Agreement between the Washington State Department of Natural Resources (DNR) and the City of Ilwaco for the use of offender crews from the Naselle Youth Camp under the supervision of DNR.**



WASHINGTON STATE DEPARTMENT OF
Natural Resources
PETER GOLDMARK - Commissioner of Public Lands

INTERAGENCY AGREEMENT WITH CITY OF ILWACO

Agreement No. IAA 13-216

This Agreement is between the City of Ilwaco, referred to as COI, and the Washington State Department of Natural Resources, Pacific Cascade Region, referred to as DNR.

DNR falls under authority of RCW Chapter 43.30 of Washington State Department of Natural Resources. DNR and COI enter into this agreement under Chapter 39.34, Interlocal Cooperation Act.

The purpose of this Agreement is to provide DNR with reimbursement for use of offender crews from the Naselle Youth Camp under the supervision of DNR.

IT IS MUTUALLY AGREED THAT:

1.01 Statement of Work. DNR shall furnish the necessary personnel, equipment, materials and/or services and otherwise do all things necessary for or incidental to performing work set forth in the Attachment "A."

2.01 Period of Performance. The period of performance of this Agreement shall begin on date of last signature, and end on December 31, 2014, unless terminated sooner as provided herein.

3.01 Payment. Pay for the work provided is established under RCW 39.34.130. The parties estimate that the cost of accomplishing the work will not exceed three thousand five hundred dollars \$3,500.00. Payment for satisfactory performance of work shall not exceed this amount unless the parties mutually agree to a higher amount before beginning any work that could cause the maximum payment to be exceeded. Pay for services shall be based on the rates and terms described in Attachment "B."

4.01 Billing Procedures. DNR shall submit invoices monthly or quarterly following any month or quarter in which billable work is accomplished. Payment to DNR for approved and completed work will be made by warrant or account transfer within 30 days of receiving the invoice. When the contract expires, any claim for payment not already made shall be submitted within 30 days after the expiration date or the end of the fiscal year, whichever is earlier.

5.01 Records Maintenance. DNR shall maintain books, records, documents and other evidence, to sufficiently document all direct and indirect costs incurred by DNR in providing the

services. These records shall be available for inspection, review, or audit by personnel of the COI, other personnel authorized by the COI, the Office of the State Auditor, and federal officials as authorized by law. DNR shall keep all books, records, documents, and other material relevant to this Agreement for six years after agreement expiration. The Office of the State Auditor, federal auditors, and any persons authorized by the parties shall have full access to and the right to examine any of these materials during this period.

Records and other documents in any medium furnished by one party to this agreement to the other party will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose this material to any third parties without first notifying the furnishing party and giving it a reasonable opportunity to respond. Each party will use reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

6.01 Rights to Data. Unless otherwise agreed, data originating from this Agreement shall be “works for hire” as defined by the U.S. Copyright Act of 1976 and shall be owned by the DNR. Data shall include, but not be limited to, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Ownership includes the right to use, copyright, patent, register and the ability to transfer these rights.

7.01 Independent Capacity. The employees or agents of each party who are engaged in performing this agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

8.01 Amendments. This Agreement may be amended by mutual agreement of the parties. Amendments shall be in writing and signed by personnel authorized to bind each of the parties.

9.01 Termination. Either party may terminate this Agreement by giving the other party 30 days prior written notice. If this Agreement is terminated, the terminating party shall be liable to pay only for those services provided or costs incurred prior to the termination date according to the terms of this Agreement.

10.01 Termination for Cause. If for any cause either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of the terms and conditions, the aggrieved party will give the other party written notice of the failure or violation. The aggrieved party will give the other party 15 working days to correct the violation or failure. If the failure or violation is not corrected within 15 days, the aggrieved party may immediately terminate this Agreement by notifying the other party in writing.

11.01 Disputes. If a dispute arises, a dispute board shall resolve the dispute like this: Each party to this agreement shall appoint a member to the dispute board. These board members shall jointly appoint an additional member to the dispute board. The dispute board shall evaluate the facts, contract terms, applicable statutes and rules, then determine a resolution. The dispute board’s determination shall be final and binding on the parties. As an alternative to the dispute

board, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330. In this case, the Governor's process will control the dispute resolution.

12.01 Governance. This contract is entered into the authority granted by the laws of the State of Washington and any applicable federal laws. The provisions of this agreement shall be construed to conform to those laws.

If there is an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- (1) Applicable State and federal statutes and rules;
- (2) Statement of Work; and
- (3) Any other provisions of the agreement, including materials incorporated by reference.

13.01 Assignment. The work to be provided under this Agreement and any claim arising from this agreement cannot be assigned or delegated in whole or in part by either party, without the express prior written consent of the other party. Neither party shall unreasonably withhold consent.

14.01 Waiver. A party that fails to exercise its rights under this agreement is not precluded from subsequently exercising its rights. A party's rights may only be waived through a written amendment to his agreement.

15.01 Severability. The provisions of this agreement are severable. If any provision of this Agreement or any provision of any document incorporated by reference should be held invalid, the other provisions of this Agreement without the invalid provision remain valid.

16.01 Insurance.

(1) Self-Insurance Liability Program

DNR is part of the State of Washington and protected by the State's self-insurance liability program as provided by Chapter 4.92.130. The COI is protected through a liability program with Canfield and Associates. DNR and Contractor have entered into an agreement to provide the services herein. This agreement will terminate on the date listed in the period of performance.

Each party to this agreement will be assigned, and assume responsibility for any damages to third parties that are attributable to the negligent acts or omissions of the individual party. The DNR and Contractor agree, to the extent permitted by law, to defend, protect, save and hold harmless the other party, its officers, agents, and employees from any and all claims, costs, damages, and expenses suffered due to each party's own actions or those of its agents or employees in the performance of this agreement.

17.01 Complete Agreement in Writing. This Agreement contains all the terms and conditions agreed upon by the parties. No other understanding, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties.

18.01 Contract Management. The Project Coordinator for each of the parties shall be the contact person for this agreement. All communications and billings will be sent to the project coordinator.

19.01 Project Coordinators.

(1) The Project Coordinator for the Agency is Dave McKee, Telephone Number 360-642-3357.

(2) The Project Manager for DNR is Dennis Trotter. Telephone Number 360-484-3223 X221.

IN WITNESS WHEREOF, the parties have executed this Agreement.

CITY OF ILWACO

Dated: _____, 2013

By: _____
Title: Mike Cassinelli, Mayor
Address: PO Box 548
Ilwaco WA 98624
Phone: 360.642.3145

**STATE OF WASHINGTON
DEPARTMENT OF NATURAL RESOURCES**

Dated: _____, 2013

By: _____
Title: Eric Wisch Pacific Cascade Region Mgr.
Address: P.O. Box 280.
Castle Rock WA 98611-9987
360-577-2025

Interagency Agreement
Approved as to Form 9/29/97
By the Assistant Attorney General
State of Washington

Attachment A

STATEMENT OF WORK

The DNR shall provide offender crews from Naselle Youth Camp under the supervision of DNR supervisors to perform labor-intensive work on specific projects. The general scope of work will include brushing access sites and trails around Black Lake. Other projects could include site rehabilitation, general building and grounds maintenance on sites owned and managed by the City of Ilwaco or other projects that may be identified and agreed upon within the framework of this agreement.

Attachment B

BUDGET

DNR shall submit invoices (monthly or quarterly) following any (month or quarter) in which billable work is charged. Billings for reimbursement will be based on the direct costs of accomplishing the work, plus an established indirect rate. Invoices will include:

- 1) DNR Forest Crew Supervisor hours and charges
- 2) Offender crew hours and charges
- 3) Vehicle mileages, costs per mile and charges
- 4) Indirect charges, and
- 5) Any other billable expenditures agreed to in the Statement of Work.

Each invoice voucher will clearly reference "Cooperative Agreement No. IAA 05-403."

CITY OF ILWACO
CITY COUNCIL AGENDA ITEM BRIEFING

- A. Meeting Dates: Council Workshop: Public Hearing:
 Council Discussion Item: 1/28/13 Council Business Item: 2/11/13
- B. Issue/Topic: **Renewal of Personal/Professional Services Agreement for City Attorney**
- C. Sponsor(s):
 1. Mike Cassinelli 2.
- D. Background (overview of why issue is before council):
 1. The previous contract with the city attorney has expired. A new two-year contract has been proposed.
- E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details)
 1.
- F. Impacts:
 1. Fiscal: Billed hourly at \$170.00 per hour plus mileage and expense reimbursement when approved in advance by city staff.

 2. Legal:

 3. Personnel:

 4. Service/Delivery:
- G. Planning Commission: ☐ Recommended ☒ N/A ☐ Public Hearing on
- H. Staff Comments:
 1.
- I. Time Constraints/Due Dates: Current contract has expired.
- J. Proposed Motion: **I move to authorize the mayor to execute the proposed Personal/Professional Services Agreement with Heather Reynolds, Attorney at Law, to provide legal services as requested by the city.**

CITY OF ILWACO
PO Box 548
Ilwaco, Washington 98624

Contract No: _____

PERSONAL/PROFESSIONAL SERVICES AGREEMENT

This Agreement is by and between **City of Ilwaco** ("City") and **Heather Reynolds, Attorney at Law** ("Contractor"). Whereas City has need of the services which Contractor has agreed to provide; NOW THEREFORE, in consideration of the sums to be paid to Contractor by City, Contractor agrees to perform between date of execution and December 31, 2014 inclusive, the following specific personal and/or professional services:

Provide legal services when requested by City.

Payment Terms: \$170 per hour plus mileage and expense reimbursement when approved in advance by City staff

1. **COMPLETE AGREEMENT.** This Agreement contains the entire understanding of the parties and supersedes all prior agreements, oral or written, and all other communication between the parties relating to the subject matter of this Agreement.
2. **WRITTEN NOTICE.** Any notice of termination or other communication having a material effect on this Agreement shall be served by U.S. Mail on the signatories listed.
3. **GOVERNING LAW/VENUE.** This Agreement shall be governed by the laws of the State of Washington. Any action commenced in connection with this Agreement shall be in the Courts of Pacific County. The prevailing party shall be entitled to reasonable attorney fees and costs, including an appeal. All rights and remedies of City shall be cumulative and may be exercised successively or concurrently. The foregoing is without limitation to or waiver of any other rights or remedies of City according to law.
4. **COMPLIANCE.** Contractor shall comply with all applicable Federal, State and local laws, rules and regulations.
5. **JUDICIAL RULINGS.** If any provision of this Agreement as applied to either party or to any circumstances shall be adjudged by a court to be void or unenforceable, the same shall in no way affect any other provision of this Agreement or the validity of enforceability of the Agreement.
6. **INDEPENDENT CONTRACTOR.** Contractor, in carrying out the services to be provided under this Agreement, is acting as an "independent contractor" and is not an employee of City, and as such accepts full responsibility for taxes or other obligations associated with payment for services under this Agreement. As an "independent contractor", Contractor will not receive any benefits normally accruing to City employees unless required by applicable law. Furthermore, Contractor is free to contract with other parties, on other matters, for the duration of this Agreement.
7. **INDEMNIFICATION.** Contractor shall save harmless, indemnify, and defend City for any and all claims, damages, losses and expenses including but not limited to reasonable attorney's fees arising out of or resulting from Contractor's performance of or failure to perform the obligations of this Agreement to the extent same are caused by the negligence or misconduct of Contractor or her employees or agents.
8. **NONDISCRIMINATION.** No person shall be subjected to discrimination in receipt of the benefits of any services or activities made possible by or resulting from this Agreement on the grounds of sex, race, color, creed, marital status, age or national origin. Any violation of this provision shall be considered a material violation of this Agreement and shall be grounds for cancellation, termination or suspension in whole or in part by City.

9. **TERMINATION OF AGREEMENT.** This Agreement may be terminated under the following conditions:

- a. By written mutual agreement of both parties. Termination under this provision may be immediate.
- b. Upon fifteen (15) calendar days written notice by either party to the other of intent to terminate.
- c. Immediately on breach of the contract.

10. **SUBCONTRACTING/NONASSIGNMENT.** No portion of this Agreement may be contracted to assigned to any other individual, firm, or entity without the express and prior approval of City.

11. **STANDARD OF SERVICES AND WARRANTY.** Contractor agrees to perform its services with that standard of care, skill and diligence normally provided by a professional individual in the performance of similar services. It is understood that Contractor must perform the services based in part on information furnished by City and that Contractor shall be entitled to rely on such information. However, Contractor is given notice that City will be relying on the accuracy, competence and completeness of Contractor's services in utilizing the results of such services. Contractor warrants that the recommendations, guidance and performance of any person assigned under this Agreement shall be in accordance with professional standards and the requirements of this Agreement.

12. **CITY PRIORITIES.** Contractor shall comply promptly with any requests by City relating to the emphasis or relative emphasis to be placed on various aspects of the work or to such other matters pertaining to said work.

13. **OWNERSHIP AND USE OF DOCUMENTS.** All documents, or other material submitted to City by Contractor shall become the sole and exclusive property of City. All material prepared by Contractor under this Agreement may be subject to Washington's Public Records Laws.

FOR CITY:

FOR CONTRACTOR:

Signature Date

Heather Reynolds, Attorney at Law Date
WSBA #15084

Title: _____

CITY OF ILWACO
CITY COUNCIL AGENDA ITEM BRIEFING

A. Meeting Dates: Council Workshop: Public Hearing:
 Council Discussion Item: 1/28/13 Council Business Item:

B. Issue/Topic: **Emergency and Disaster Preparedness**

C. Sponsor(s):

1. Jon Chambreau
- 2.

D. Background (overview of why issue is before council):

1. Councilmember Chambreau has been researching the issue of emergency and disaster preparedness. The City Council asked that he provide some further information regarding his research for discussion.

E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details)

1. See attached "Planning for the Big One."

F. Impacts:

1. Fiscal:
2. Legal:
3. Personnel:
4. Service/Delivery:

G. Planning Commission: ☐ Recommended ☒ N/A ☐ Public Hearing on

H. Staff Comments:

- 1.

I. Time Constraints/Due Dates:

J. Proposed Motion: **For discussion only.**

Planning for The Big One

Jon Chambreau, Ilwaco Resident

NOAA's TsunamiReady designation provides Ilwaco residents and the visiting public with an assurance that does not exist. The qualifying requirements to be TsunamiReady are the same for Long Beach, New York as it does for Long Beach, Washington. This is nuts. The tsunami for which we must be prepared is the rupture of the Cascadia Subduction Zone (CSZ) that begins with a magnitude 9+ earthquake.

For Ilwaco, the earthquake will be catastrophic, destroying our water and waste water plants and distribution plus many of our streets, roads and our port infrastructure. Outside of Ilwaco the PUD#2 will be shuttered for months. Road and river transport will not be functional for weeks and food and fuel deliveries will not happen until there is transport. The Coastal Communities section (p.2) of A Magnitude 9.0 Earthquake Scenario notes:

Coastal Highway 101 will be impassable over large stretches, and landslides through the Coast Range will sever highway travel between the coast and inland areas. Destruction of roads, runways, ports, and rail lines will leave individual cities isolated. Residents and visitors will have to do much of the work of rescuing those trapped in the rubble and will be responsible for the immediate clean-up and organization to distribute relief supplies.

The tsunami will devastate Cape Disappointment State Park as well as the peninsula north of Ilwaco. Ilwaco's port facilities will likely sustain substantial damage. Downtown Ilwaco is projected to see have high water per the inundation map. Survivors from the park, Seaview and Long Beach will likely have done so by having made their way to the high ground to our north. Such survivors find their way to Ilwaco as offering the best hope of finding food and shelter. Colleen Maquire, the Emergency Manager for State Parks emails, "State Parks we will not have the supplies necessary for our park visitors. We educate our visitors with signage and hope they will be prepared and bring the supplies necessary should an event occur." At present the city (government and most residents) is ill-prepared deal with the aftermath of a CSZ event, let alone accommodate those who come with nothing only the clothes on their backs. Hope is not a plan.

The City of Ilwaco needs its own plan. Neither Pacific County, Washington State nor the federal government provides any guidance, let alone leadership, but why should we expect any leadership or assistance for a situation that is uniquely ours? From what can be determined no city along the CSZ either alerting their residents about what to expect, or planning for an extended period with no electricity, potable water, sanitation or resupply of food and fuel. If Ilwaco were to do so it would be, if not the first, one of the very first cities to take this step.

In 1960 the largest earthquake ever recorded, M9.5, occurred in the subduction zone off Chile's coast. That prompted strengthened building codes, rebuilding infrastructure to new standards, initiated awareness programs and improved emergency procedures. Chile was well prepared for the M8.8 subduction zone earthquake that occurred in 2010.

In 1960 the CSZ was thought to be aseismic simply because in the 150 years of recorded history there had never been an earthquake. Since then not only have the seismologists discovered what is believed to have been a M9.0 shake and tsunami in 1700, but onshore and offshore evidence of 20 more CSZ events going back some 10,000 years. Some are thought to have been larger than the one in 1700.

We do not know when the next subduction zone event will occur, but we also know that a city with Ilwaco's limited resources cannot prepare for a catastrophic event over a short period of time. We also know that the average return period for subduction zone events is 500 years and that the last one was in the year 1700. The odds favor more than fifty years to the next event, but we also know that major subduction zone shakes have occurred in as little as 300 years, or as long as 1,000.

Governments have pressing needs today that arguably take priority over something that may occur at sometime unknowable time in the future. The only certainty is that there will be another CSZ mega-quake. In his book, *Cascadia's Fault*, author Jerry Thompson makes the salient point:

The vast majority of us will survive the big jolt from Cascadia. The key issue is how well we endure the aftermath. And that depends totally on how much time and attention we invest now in preparing ourselves, making our communities resilient.

Even in a country as well prepared for a major subduction zone earthquake as Japan there are consequences for inadequate planning. In a [report on Japan's 2011 Tohoku shake](#), the Earthquake Engineering Research Institute noted:

Communities had high levels of tsunami awareness, pre-disaster mitigation (including structural works) and preparedness; however, they had assumed and planned for a smaller tsunami, in part because of expectations set by seismologists regarding the maximum size for the actual event overwhelmed communities' pre-disaster risk reduction efforts.

In many communities, the tsunami killed community leaders and destroyed government buildings, emergency shelters, hospitals, and other emergency facilities and resources; therefore it was extremely difficult to respond quickly and effectively.

Others note that because Japan thought it was prepared there was inadequate shelter for those who did make it to high ground. Some survivors died from exposure as March temperatures in northern Honshu are in the low 30's. The lesson from Japan is not that preparation is futile, but that it is prudent to prepare beyond what is anticipated. Certainly any planning must consider our seasonal flux of visitors.

Various groups have run the numbers for a CSZ M9.0, not just for the coast but for an area Vancouver, B.C. well into northern California. For the coast the post-quake, post-tsunami condition will be:

- No electricity
- No potable water
- No sanitation
- Isolation from the I-5 corridor
- No fuel resupply
- No food resupply
- Inadequate shelter

No Electricity

There will be no electricity from PUD#2 for an extended period. [Utility poles](#) are at high risk from liquefaction and the tsunami will have caused untold damage to their facilities and transmission lines.

Ilwaco and the peninsula will have only generators for an extended period. The August 2012 Earthquake Risk Study for Oregon's Critical Energy Infrastructure (CEI) Hub states (page 11):

Recent unpublished BPA Cascadia earthquake scenario studies . . . indicate that their main grid would require between 7 and 51 days to make emergency repairs . . . from a magnitude 9 . . . earthquake. This scenario assumes many ideal conditions (BPA employees and contractor resources are immediately available, all roads and bridges are passable, available fuel, etc.), which is optimistic.

In February 2012 the Washington State Seismic Safety Committee listed a number of factors that will determine recovery time for electricity. See page 27 of this Final Workshop Report for details.

The only electricity will be from generators. The ability to refuel generators is doubtful. Everyone in Ilwaco should plan for an extended period where there is no available electricity.

No Potable Water

It is unlikely that Ilwaco will have any potable water following a magnitude 9.0 earthquake. Water storage and distribution systems can be designed for such forces. See the 2012 report, Recent Earthquakes: Implications for U.S. Water Utilities by the Water Research Foundation. Our system is vulnerable at many points, beginning with the treatment facilities at the Indian Creek Reservoir. Distribution pipes that have performed well in mega-quakes use materials not found in our system. Some steel reservoir tanks have come through such earthquakes intact but without treatment facilities and a distribution system the status of our concrete and steel tank reservoirs is a moot point. There will be no potable water from our system for an extended period following a CSZ event.

In February 2012 the Washington State Seismic Safety Committee listed a number of factors that will determine recovery time for the domestic water supply. See page 20 of this Final Workshop Report for details.

Ilwaco residents and the city will need to treat all water used for consumption. Purification using ordinary household bleach is the most readily available means. Everyone should have adequate supplies of bleach on hand.

No sanitation

No county has done more than Japan when it comes to preparing for mega-quakes and yet in the Tohoku earthquake many sewage treatment plants, typically built on low ground subject to liquefaction, failed due to liquefaction damage. Ilwaco's sewage treatment plant will likely fail for the same reason. See the report Great East Japan Earthquake Strikes Sewer System. Our sewer lines will fail in many places from the forces generated by the strong ground motion and our lift stations are inoperative without electricity.

In February 2012 the Washington State Seismic Safety Committee listed a number of factors that will determine recovery time for waste water services. See page 23 of this Final Workshop Report for details.

With inoperable waste water treatment plant, broken sewer lines and lift stations that don't lift how should those residents able to shelter at home deal with human waste? A tsunami ready Ilwaco needs to advise residents what to do.

Isolation from the I-5 corridor

The Washington State Department of Transportation has focused on structurally deficient bridges but does not have any report similar to ODOT's Seismic Vulnerability of Oregon State Highway Bridges. Looking at tsunami inundation maps and earthquake damage maps we can deduce that the situation for Ilwaco would be similar to ODOT reported:

Based on this quick and approximate assessment, it was evident that the effects of this earthquake was widespread across the most dynamic portion of the transportation network. In addition to the heavy damaged along the Oregon Coast Highway (US101), many portions of I-5 and US99 would not be traversable as well. Also, most state routes connecting Interstate I-5 with the Oregon Coast Highway would be closed. The estimated time of closure could be 3 to 12 months, assuming emergency contracting provisions and the use of temporary bridges would be used to restore traffic. This would be a temporary solution and it would be associated with limitations on load capacity for the majority of bridges. The restoration of the entire transportation network could take 3 to 5 years, and would require a nationwide effort because of the limited workforce and resources availability within Oregon.

In a CSZ event available state and private resources would first concentrate where their efforts would reestablish road transport for the greatest number of people just as power companies do with outages after a storm.

No Fuel Resupply

Most of Ilwaco's gasoline comes via Oregon's Critical Energy Infrastructure Hub, a seven mile stretch of the Willamette River between Sauvie Island and the Fremont Bridge. A report for Oregon's Department of Energy and the Public Utilities Commission summarizes the findings on page 99:

Western Oregon will likely face an electrical blackout, extended natural gas service outages, liquid fuel shortage, as well as damage and losses in the tens of billions of dollars in a future major Cascadia earthquake.

While there has been no analysis of Washington's critical energy infrastructure in quite the same way as in Oregon it is known that the oil storage facilities on Seattle's Harbor Island in the Duwamish River delta are subject to liquefaction. See the last paragraph on page 9 of this report. Washington State also covers the petroleum recovery factors on page 32 of this report.

Ilwaco and its residents will need to survive with the fuel their vehicles plus what is in any storage tanks that survive the earthquake. Japan's Tohoku earthquake and tsunami destroyed fuel tanks. Petroleum products, being lighter than water, float. Downed power lines spark. There were massive fires along the Japanese coast from such a combination. The Wilcox and Flegel storage tanks in downtown Ilwaco could reproduce that scenario here.

No food resupply

Grocery stores that survive the tsunami will be sold out almost immediately. Normal food deliveries will be delayed until the road network is sufficiently repaired to permit the resumption of truck traffic. The Resilient Washington State Workshop report notes on p. 15:

Two of the food network's chief vulnerabilities are its dependence on the transportation system and the location of its distribution centers. Most of the latter are in the Kent Valley in King County. This valley is prone to liquefaction, so warehouses there may sustain significant damage during an earthquake.

Major inland cities and suburbs will initially face many of the same challenges that face coastal communities. It is expected that the national chains, Safeway, Fred Meyer (Kroger) and Costco will be innovative but for at least the first few weeks no resupply of groceries should be expected.

Inadequate shelter

There are no public shelter sites in Ilwaco resupplied with cots, blankets and food. Newer wood frame single family homes typically survive earthquakes relatively intact, but much of Ilwaco's housing stock consists of older homes that may not be habitable after a M9.0 earthquake. It seems probably that Ilwaco's current housing stock could be adequate for Ilwaco residents if friends and neighbors help each other.

If so where do the visitors who survive the earthquake find shelter? Cape Disappointment State Park has a capacity of 2,500. And there will be those from Seaview and Long Beach who have reached high ground but who have lost their homes in a tsunami. Where do they find shelter?

Communication

Our landline telephones will not be working. Cell phones may work if the cell towers remain functional but with no electricity cell towers will stop once their generators run out of fuel. And cell phones need to be recharged. We should not plan on being able to use our own phones to reach friends and family.

Fire, police and Pacific county have radio communications which will only be used for official purposes in such a widespread disaster. Home ham radio operators, number unknown, will be of assistance but they also need electricity. The Long Beach Peninsula ham radio club has an emergency facility at the Long Beach water works which faces not only the challenge of electricity but possibly also of given road conditions and the lack of fuel.

Summary

Ilwaco is supposedly a TsunamiReady city. The designation is an embarrassment. Each of our residents have the responsibility to prepare themselves for what will occur, but many will not. Even if they were prepared as individuals Ilwaco will be unable to shelter, feed and meet the sanitary needs of the survivors from Cape Disappointment State Park and those from north on the peninsula.

NOAA and FEMA advise three days food, water and other essentials. This recommendation is the same for a winter storm as it is for a M9.0 CSZ earthquake and tsunami. Ilwaco needs tell its residents and

itself that being truly ready means being prepared for a prolonged period without any public services or private conveniences.

What's Next

This is up to the City. Ilwaco has the opportunity to take the lead in developing a multi-year plan that will make the city truly tsunami ready. Ilwaco residents need to assume responsibility for themselves without any expectation of immediate government relief. A month minimum would seem prudent. The City needs to plan how the needs of survivors from outside the city will be met.

The question is what will it cost? That is the wrong question. The real question is, what will the cost be if this is not done? Anyone with any doubts should watch [this NOVA program](#) on Japan's M9.0 Tohoku earthquake.

CITY OF ILWACO CITY COUNCIL AGENDA ITEM BRIEFING

- A. Meeting Dates: Council Workshop: Public Hearing:
 Council Discussion Item: 1/28/13 Council Business Item: 2/11/13
- B. Issue/Topic: **Extend expired Consultant Agreements for TIB funded School Street Improvement Project, Sidewalk Maintenance Projects and Overlay Project (Brumbach Avenue)**
- C. Sponsor(s):
 1. Mike Cassinelli 2.
- D. Background (overview of why issue is before council):
 1. The Consultant Agreements for the TIB funded School Street Improvement Project, Sidewalk Maintenance Projects and Overlay Project have expired. The agreements can be extended by the city if a prior supplemental agreement is issued by the city to extend the established completion time. School Street has not yet been closed out, and the city did not accept the bids that were submitted for the sidewalk and Brumbach projects. The city is planning to rebid the projects in February with revised specs. With minor changes, Gray & Osborne should be able to re-spec the projects and send out revised calls for bids in February.
 2. The current Contract for Professional Engineering Services has expired. The selection committee is in the process of recommending an engineer for 2013. State statute requires an engineer selection on an "annual basis." Since the original contract was executed March 27, 2012, the contract can legally be extended to March 27, 2013. Executing these three agreements to extend the completion date will keep the projects moving forward while completing the process to select an engineer for 2013.
- E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details)
 1. Executing the three agreements to extend the completion dates will keep the projects moving forward while the Selection Committee completes the process to select an engineer for 2013.
 2. Extending the Contract for Professional Engineering Services to a termination date one year from the original contract date will allow the city engineer to continue to work on city projects while the Selection Committee completes the process to select an engineer for 2013.
- F. Impacts:
 1. Fiscal: No additional compensation is due as a result of the amendments and engineering contract extension.
 2. Legal: Reviewed and approved by City Attorney Heather Reynolds.
 3. Personnel: None
 4. Service/Delivery: See above

G. Planning Commission: ☐ Recommended ☒ N/A ☐ Public Hearing on

H. Staff Comments:

1.

I. Time Constraints/Due Dates: Construction projects are scheduled to be rebid in February, and the city engineer's contract has expired.

J. Proposed Motion: **I move to approve the mayor to execute the proposed amendments to the previously executed consultant agreements for the TIB funded School Street Improvement projects, Sidewalk Maintenance Projects and TIB funded Overlay Projects to extend the completion date, and to execute the proposed amendment to extend the Gray and Osborne Contract for Professional Engineering Services to March 27, 2013.**



Transportation Improvement Board
Consultant Supplemental Agreement

Agency	City of Ilwaco	Project Number	TIB #6-W-969(002)-1
Project Name	School Street Improvement Project		
Consulting Firm	Gray & Osborne, Inc.		
Supplement Phase	Supplement No. 4 for Construction Management Services		

The Local Agency of Ilwaco, Washington desires to supplement the design agreement entered into with Gray & Osborne, Inc. and originally executed on August 10, 2011.

All provisions in the basic agreement remain in effect except as expressly modified by this supplement.

The changes to the agreement are described as follows:

Section II, **SCOPE OF WORK**, is hereby changed to read

SCOPE OF WORK (CONSTRUCTION MANAGEMENT SERVICES)

No Change to Scope of Work.

Section IV, **TIME FOR BEGINNING AND COMPLETION**, ~~remains the same~~ the Completion Date
SUPPLEMENTAL COMPLETION DATE April 30, 2013

Section V, **PAYMENT**, ~~remains the same~~

If you concur with this supplement and agree to the changes as stated herein, please sign and date in the appropriate spaces below.

Agency Signature	Date
Consultant Signature	Date



Consultant Supplemental Agreement

Agency	City of Ilwaco	Project Number	TIB #2-W-969(002)-1
Project Name	Fiscal Year 2013 Sidewalk Maintenance Projects		
Consulting Firm	Gray & Osborne, Inc.		
Supplement Phase	Supplement No. 2 for Preliminary and Final Design (PS&E), Bid and Award Services and Construction Management Services		

The Local Agency of Ilwaco, Washington desires to supplement the design agreement entered into with Gray & Osborne, Inc. and originally executed on March 28, 2012.

All provisions in the basic agreement remain in effect except as expressly modified by this supplement.

The changes to the agreement are described as follows:

Section II, **SCOPE OF WORK**, is hereby changed to read

SCOPE OF WORK (CONSTRUCTION MANAGEMENT SERVICES)

No change to Scope of Work.

Section IV, **TIME FOR BEGINNING AND COMPLETION**, ~~remains the same~~ the Completion Date
SUPPLEMENTAL COMPLETION DATE

December 31, 2013

Section V, **PAYMENT**, remains the same

If you concur with this supplement and agree to the changes as stated herein, please sign and date in the appropriate spaces below.

Agency Signature

Date

Consultant Signature

Date



Consultant Supplemental Agreement

Agency	City of Ilwaco	Project Number	TIB #P-W-969(001)-1
Project Name	FY 2012 Overlay Project (Brumbach Avenue)		
Consulting Firm	Gray & Osborne, Inc.		
Supplement Phase	Supplement No. 2 for Preliminary and Final Design (PS&E), Bid and Award Services and Construction Management Services		

The Local Agency of Ilwaco, Washington desires to supplement the design agreement entered into with Gray & Osborne, Inc. and originally executed on August 10, 2011.

All provisions in the basic agreement remain in effect except as expressly modified by this supplement.

The changes to the agreement are described as follows:

Section II, **SCOPE OF WORK**, is hereby changed to read

SCOPE OF WORK (CONSTRUCTION MANAGEMENT SERVICES)

No change to Scope of Work.

Section IV, **TIME FOR BEGINNING AND COMPLETION**, ~~remains the same~~ the Completion Date
SUPPLEMENTAL COMPLETION DATE December 31, 2013

Section V, **PAYMENT**, ~~remains the same~~

If you concur with this supplement and agree to the changes as stated herein, please sign and date in the appropriate spaces below.

Agency Signature	Date
Consultant Signature	Date

AMENDMENT NO. 1
TO
CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES

THIS AMENDMENT, entered into this ____ day of _____ 2013, by and between the Ilwaco, Washington, hereinafter referred to as the Agency, and Gray & Osborne, Inc., hereinafter referred to as the Engineer, hereby modifies the contract for engineering services dated (by Agency) March 28, 2012, for extending the contract for a full year related to the 2012 General Engineering Services Contract.

This Amendment revises the date for Contract Termination to March 27, 2013. No additional compensation is due as a result of this Amendment.

IN WITNESS WHEREOF, the parties hereto have executed, or cause to be executed by their duly authorized officials, this AMENDMENT to the Contract for Engineering Services in duplicate on the respective dates indicated below.

GRAY & OSBORNE, INC.

CITY OF ILWACO

By: _____
(Signature)

By: _____
(Signature)

Name: Thomas M. Zerkel, P.E., President
GRAY & OSBORNE, INC.

Name: _____
(Print)

Date: _____

Date: _____

"Equal Opportunity/Affirmative Action Employer"

Long Beach Peninsula Visitors Bureau Statistics 2002-2012

Month	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
NUMBER OF VISITORS											
January	618	567	651	673	418	432	438	421	597	453	412 Jan
February	1143	720	924	1264	960	755	653	661	913	603	720 Feb
March	1047	802	1064	1426	1186	1009	1111	1089	1232	861	845 Mar
April	1449	1005	1363	1782	1759	1502	1139	642	1198	972	1244 Apr
May	1765	1293	1542	2068	1536	1602	1370	1596	1486	1311	1709 May
June	1833	1350	1831	2447	2166	2132	1643	2802	2212	2014	2090 Jun
July	3330	2193	3550	4310	4373	3610	3111	3871	4377	3879	3829 Jul
August	4326	2633	4750	4679	4398	4342	4310	4101	4496	4658	4778 Aug
September	1951	1251	2523	2275	2354	2442	2247	2301	2692	2613	3018 Sep
October	1172	827	1488	1388	1494	1132	1273	1605	1482	1152	1314 Oct
November	612	374	1986	826	493	519	648	664	532	572	493 Nov
December	546	509	660	461	562	332	288	428	378	462	552 Dec
Totals	19792	13524	22352	23599	21699	20009	18231	20181	21595	19550	21004 Total
NUMBER OF TELEPHONE CALLS RECEIVED											
January	818	900	641	627	537	485	571	409	471	250	258 Jan
February	1058	811	739	620	546	547	532	517	389	233	410 Feb
March	1135	788	1063	751	702	797	757	456	569	272	409 Mar
April	1334	985	966	871	1040	730	695	149	541	297	602 Apr
May	1472	1283	1100	1119	1084	1129	811	646	460	464	564 May
June	1490	1574	1664	1379	1093	1235	962	1183	1140	693	610 Jun
July	2775	2502	2807	1674	2002	1379	1250	1404	1103	908	754 Jul
August	3384	2722	2775	2306	2288	2148	1452	1432	1076	1372	1283 Aug
September	1515	1262	1204	830	1130	845	645	790	497	892	709 Sep
October	1136	869	828	641	816	647	508	395	290	453	392 Oct
November	677	601	591	551	482	358	381	454	217	273	213 Nov
December	695	516	528	520	504	360	181	387	229	277	218 Dec
Totals	17489	14813	14906	11889	12224	10660	8745	8222	6982	6384	6422 Total
HOME PAGE HITS											
January	16390	23058	22508	23874	29581	31682	14092	24345	26478	36546	30048 Jan
February	15020	26121	25525	27512	29036	31150	14119	19426	17946	39177	30404 Feb
March	19676	24877	30671	28069	36548	38826	16914	31140	34902	49773	40784 Mar
April	20563	26565	29897	33446	33412	35409	15764	29833	31165	54051	54475 Apr
May	23013	30869	29921	39081	36339	40257	18994	35738	33923	48831	64323 May
June	15249	34376	38464	43234	46854	40906	10253	40052	38646	52261	75050 Jun
July	31010	47403	43045	47403	59155	52595	45420	49777	48143	53718	93867 Jul
August	31800	44848	41960	48212	57741	49246	43047	40760	37116	57773	187818 Aug
September	18740	28414	25599	27857	36110	28230	25897	28282	42746	40840	61112 Sep
October	16566	22125	20955	31913	31756	26183	21126	16579	40081	33462	32940 Oct
November	13977	15943	19813	23636	25165	21319	17598	22080	36097	48376	34698 Nov
December	14081	14706	23502	21098	24112	12192	20581	20224	35068	35552	27586 Dec
Totals	235675	336165	351660	395335	445609	407995	263805	358236	422311	550360	733105 Total
VISITORS/CALLS COMBINED											
Total	37281	28337	37258	35488	33923	30669	26976	28403	28577	25934	27426
VISITORS/CALLS/SPACE HITS COMBINED											
Total	273156	364502	389118	430823	479732	438664	290781	386639	450888	576294	760531

DISTRIBUTION REPORT

Distribution YTD 2012

	Individuals	Members	CVBs	Total	Printed	Distributed to Date
Jan.	34	37,339	5,482	42,855	75,000	42,855
Feb.	32	3,080	472	3,584		46,439
Mar	35	5,030	165	5,230		51,669
Apr	10	2,031	194	2,235		53,904
May	54	1,080	3,192	4,326		58,230
Jun	25	2,640	864	3,529		61,759
Jul	164	3,096	283	3,543		65,302
Aug	20	3,096	159	3,275		68,577
Sep	303	864	889	2,056		70,633
Oct	48	20	2,178	2,246		72,879
Nov	11	576	0	587		73,466
Dec	14	648		662		74,128
Total to Date	750	59,500	13,878	74,128	75,000	74,128

	ASK @ funbeach.com	Student Packets	Relocation Packets	Wedding Planners	Coloring Books	Totals
Jan	14	0	4	0	5	23
Feb	20	0	3	0	9	32
March	16	9	3	0	21	49
April	36	2	4	0	23	65
May	24	4	12	0	21	61
June	33	1	7	0	4	45
Jul	19	1	6		51	77
Aug	16	0	8	0	124	148
Sep	7	0	0	0	8	15
Oct	18	1	3	0	6	28
Nov	15	0	6		3	24
Dec	11	3	2	0	2	18
Total to Date	229	21	58	0	277	585

LBPVB Visitor Origins 2012 Annual

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals	Visitor %
OR - Portland	88	145	166	152	219	171	289	352	309	157	72	78	2198	10.46%
OR - Salem/Eugene	27	25	30	45	59	35	71	96	37	41	8	7	481	2.29%
OR - Elsewhere		20	18	18	19	20	35	60	38	25	2	6	261	1.24%
OR - Totals	115	190	214	215	297	226	395	508	384	223	82	91	2940	14.00%

WA - Seattle	75	152	170	311	320	266	701	843	554	175	102	133	3802	18.10%
WA - Tacoma / Olympia	64	130	88	217	286	275	464	572	306	136	82	89	2709	12.90%
WA - S. W.	86	94	126	165	148	154	314	447	285	153	65	63	2100	10.00%
WA - Elsewhere	16	57	25	71	94	128	177	283	134	56	21	40	1102	5.25%
WA - Totals	241	433	409	764	848	823	1656	2145	1279	520	270	325	9713	46.24%

OR Total	115	190	214	215	297	226	395	508	384	223	82	91	2940	14.00%
WA Total	241	433	409	764	848	823	1656	2145	1279	520	270	325	9713	46.24%
Other States	30	61	92	221	353	711	1129	1148	799	344	104	69	5061	24.10%

US Total	386	684	715	1200	1498	1760	3190	3801	2462	1087	456	485	17724	84.38%
Canada Total	15	31	0	137	148	229	453	776	396	172	26	59	2442	11.63%
Foreign Total	8	3	17	17	56	91	145	161	142	42	8	1	691	3.29%
Unknown Origin	3	2		4	7	10	41	40	18	13	3	6	147	0.70%
Combined Totals	412	720	732	1358	1709	2090	3829	4778	3018	1314	493	551	21004	100%
													21004	

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total
AK	2	5	4	10	18	15	9	11	23	9	14	1	121
AL					2	8	13	5	5	1			34
AR				2	4	8	6	9	18	5	4		56
AZ		3	2	6	12	35	64	72	25	9	1	2	231
CA	4	9	19	45	52	116	218	223	136	59	9	22	912
CO	2	4	6	7	25	46	46	61	34	13	4		248
CT			4	1	4	3	1	6	12				31
DC						1	1	2			2		6
DE					2		4	2					8
FL		2	6	6	14	38	40	51	46	11	3		217
GA				7	7	6	12	10	16	19			77
HI			2	5	2		1	8	7	7	2		34
IA	1		1		2	11	2	7	6	5	2		37
ID	4	5	17	32	19	44	63	107	61	58	9	8	427
IL			5	2	6	14	31	35	16	6	3		118
IN				3	1	6	32	24	14		2		82
KS					2	15	10	13	2	3			45
KY				2	2	4	2	4	8				22
LA				4	4	1	4	6	5	4		2	30
MA		1			9	6	16	15	3	1			51
MD				6	3	5	18	11	20				63
ME	2					1		4	6	1			14
MI		3	5	2	9	15	30	21	15	10	16	2	128
MN		7	2	5	4	12	41	55	15	12		4	157
MO	1		2	10	3	17	21	13	13	5	8	2	95
MS						11	30	8	2				51
MT			4	11	6	14	33	54	21	12	5	3	163
NC	3			2	3	5	10	13	9	8			53
ND						8	1	4		2			15
NE				1		12	6	4	2	3			28
NH					2		2	4	2			1	11
NJ					2	4	7	12	41	2	1		69
NM						8	9	9	12				38
NV			2	6	13	14	29	13	14	12		2	105
NY		1		5	5	11	25	20	10	19	4	1	101
OH		2		3	10	12	11	24	29				91
OK					2	11	10	16	3	6			48
PA		4		2	12	8	12	22	14	6		3	83
RI					3	3	1		2				9
SC		2			2	3	4	6	1	3		2	23
SD			2	3	11	6	20	15	8	4			69
TN		2		7	5	17	20	8	13	2	4		78
TX	2	6	5	15	46	72	104	59	47	15	5	4	380
UT	4	3	4	2	19	43	55	40	21	4	2	1	198
VA		2				5	12	13	10	1			43
VT				1	2		4	3	8		2	6	26
WI	5			6	2	7	33	23	18	3		3	100
WV							6				2		8
WY				2	2	10		3	6	4			27
Total	30	61	92	221	353	711	1129	1148	799	344	104	69	5061

US Total

5061

Visitors from Canada													
Total	15												15
Visitors from Foreign Countries													
Africa				1			2		2	2			7
Asia							2						2
Australia & Oceania	4	2		5	2	10	17	13	23	9			85
Caribbean								2	1				3
Central America								4	1				5
Eastern Europe													
Europe				5	6	11	42	33	41	10		1	149
France				2	4	7	15	32	2	3	2		67
Germany		1	2	4	10	25	47	38	49	9	2		187
Japan									2				2
Middle East	2				2			9	2				15
S.E. Asia	2				1		7	12	1	1			24
South America						2	2	4					8
United Kingdom				4	9	11	13	18	8	4			67
Netherlands				1		10		1					12
Total	8	3	2	18	29	74	145	161	142	42	8	1	633

Canada Total

633

Foreign Totals

Source of Visitors Annual 2012

Month	funbeachcom	All Other Websites	Friend, Relatives,& Referrals	Been Here	Newspaper, Magazines	AAA	Maps	Social Networking	WA ST Visitors Guide	World Mark	Grand Total
Visitors											
January	22	6	48	223	9	7	19		17	18	499
February	54	55	146	225	41	10	52		6	37	864
March	77	73	179	284	9	15	48		7	23	1014
April	114	123	216	470	10	34	82		40	20	1612
May	170	94	292	483	38	33	120		36	62	1957
June	80	138	332	542	60	55	283		71	48	2589
July	167	294	537	1082	64	152	647	19	113	59	3134
August	280	379	781	1579	104	331	812	20	400	30	4716
September	113	120	424	897	48	180	539	31	293	44	2689
October	44	94	134	494	13	88	182	16	111	50	1226
November	24	31	44	212	12	28	47	4	13	26	441
December	51	63	71	180	5	14	34	10	24	12	464
Total	1196	1470	3204	6671	413	947	2865	100	1131	429	21205
% of Total	5.6%	6.9%	15.1%	31.5%	1.9%	4.5%	13.5%	0.5%	5.3%	2.0%	100.0%

**LONG BEACH PENINSULA VISITORS BUREAU
BOARD OF DIRECTORS MEETING MINUTES**

December 6, 2012

Agenda Item	Notes	Responsible Person if Follow-up Needed
Directors in Attendance	Laurie Anderson, Holly Beller, Ginger Bish, Diane Carter, Mike Cassinelli, Randy Dennis, Susie Goldsmith, Connie Kobes, Steven Linhart, Mike Litawa, Jim Neva, Cathy Russ, Jon Schmidt, and Blaine Walker	
Directors Absent	Nancy Gorshe, Gene Miles.	
Staff and Consultants Present	Andi Day and Dierdre Duewel from the Long Beach Peninsula Visitors Bureau	
Guests Present	Ragan Myers from the City of Long Beach, Brady Turner from the Adrift Hotel	
Call to Order	Acting President Mike Litawa called the meeting to order at 12:55 pm. A quorum of directors was present and the meeting, having been duly convened, was ready to proceed with business.	

Agenda Item	Notes	Responsible Person if Follow-up Needed
Minutes	The Minutes of the October 11, 2012 meeting were presented. Upon motion made by Jim Neva and seconded by Susie Goldsmith, the minutes were unanimously approved.	
Treasurer's Report	Mike Litawa shared the P&L Statement through November. He stated the financials will finish more favorably than predicted.	
Old Business	None	
New Business	<p>Mike Litawa discussed the proposed 2013 budget. He discussed changes from 2012. There followed a discussion of the differences between the 2012 and 2013 budgets as well as different types of memberships: <u>i.e.</u>, non-profit members. This would be reviewed for the 2014 budget.</p> <p>Andi Day spoke about the long-term plans of replacing the Visitor Bureau's van, given the number of miles on it and other problems associated with its age.</p> <p>The 2013 Executive and Board meeting calendars were proposed and distributed.</p>	

Agenda Item	Notes	Responsible Person if Follow-up Needed
Executive Committee Report	The Executive Committee met on November 29 and discussed grants income awarded for 2013.	
Consultants Reports	None	
Director's Report	<p>Andi Day reported all funding had been secured at the requested levels. The broadcast email of November 20 had an excellent 13% open rate. The whale watching press release had over 200 pickups.</p> <p>Andi further reported on various publicity efforts, including hosting a food writer and the editor of <i>Journey Magazine</i> in November, in addition to a French travel writer. She and Carol Zahorsky are issuing two to three press releases each month.</p> <p>Andi gave a competitive market analysis presentation and demonstrated the Bureau's Vocus public relations subscription service capabilities and features.</p>	
Nominating Committee	Mike Litawa for the Nominating Committee recommended that Jon Schmidt be moved to the RV Committee and that Matt Winter become the representative of the Professional Committee. Upon motion duly made, Blaine Walker moved and Jim Neva seconded the motion to have the following current members continue in their present positions through December 31, 2014: Laurie Anderson,	

Agenda Item	Notes	Responsible Person if Follow-up Needed
	Randy Dennis, Nancy Gorshe, Susie Goldsmith, Connie Kobes, Blaine Walker, Jon Schmidt, and Mike Litawa.	
By-Laws Committee	Laurie Anderson, on behalf of the by-laws committee, presented the proposed updated by-laws. Certain changes were suggested and upon a motion to adopt the revised by-laws by Steven Linhart and seconded by Jim Neva, the by-laws were approved with the agreed upon changes.	
Other Reports	Blaine Walker asked about having the press releases and "What's Up Wednesday" be put on a different platform so as to be able to send it to social media. A discussion followed of platforms that would be better suited to broadcast information.	Andi Day
Adjournment	There being no further business to come before the meeting, upon motion made by Jim Neva and seconded by Holly Beller, the meeting was adjourned at 2:20 pm.	

Respectfully submitted,

Dierdre Duewel,
Long Beach Peninsula Visitors Bureau staff member